

MISSION STATEMENT

***To Improve the Quality of Life
For Those Who Live and Work in the District***

Please ask for: Ken Robinson
Direct Dial No: 01757 292007
Fax No: 01757 292020
E-mail kerobinson@selby.gov.uk

21 July 2008

Dear Councillor

You are hereby summoned to a meeting of the Selby District Council to be held in the Civic Suite, Civic Centre, Portholme Road, Selby on **Tuesday 29 July 2008** commencing at **6.00 pm**.

Yours sincerely

M Connor
Chief Executive

Opening Prayers will be offered.

AGENDA – PUBLIC SESSION

1. Apologies for Absence

To receive apologies for absence.

2. Disclosure of Interest

To receive any disclosures of interest in matters to be considered at the meeting in accordance with the provisions of Section 117 of the Local Government Act 1972, and Sections 50, 52 and 81 of the Local Government Act 2000 and the Members' Code of Conduct adopted by the Council.

3. Minutes

To confirm as a correct record the minutes of the proceedings of the meetings of Council held on 3 June 2008, 11 June 2008 and 24 June 2008 (pages 5 to 18 attached).

4. Communications

- (a) Letter from the Identity & Passport Office regarding the National Identity Scheme (pages 19 and 20 attached).
- (b) Letter from the Director, the Boundary Committee for England regarding the Boundary Committee Review Programme (pages 21 to 23 attached).
- (c) Letter from Selby Town Council regarding Quality Parish Council Status (page 24 attached)

5. Public Questions

To consider questions, if any, notice of which has been given in accordance with rule 5.20 of the Constitution.

6. Councillors' Questions

To consider questions, if any, notice of which has been given in accordance with rule 5.21 of the Constitution.

7. Committee and Board Minutes

Planning Committee
28 May 2008

Green

Minutes: - 16 - 36
Pages: 25 to 39

Planning Committee 25 June 2008	Green	Minutes: - 102 - 126 Pages: 40 to 55
Economy Board 10 June 2008	Pink	Minutes:49 - 58 Pages: 56 to 59
Environment Board 12 June 2008	Blue	Minutes: 62 - 72 Pages: 60 to 65
Audit Panel 16 June 2008	White	Minutes: 73 - 82 Pages: 66 to 69
Policy and Resources Committee 24 June 2008	Gold	Minutes: 83 - 95 Pages: 70 to 75
Policy and Resources Committee 15 July 2008	Gold	Minutes: 160 - 173 Pages: 76 to 81
Overview and Scrutiny Committee 26 June 2008	Salmon	Minutes: 127 - 136 Pages: 82 to 87
Licensing Committee 7 July 2008	Cream	Minutes: 137 - 143 Pages: 88 to 89
Social Board 8 July 2008	Yellow	Minutes:144 - 159 Pages: 90 to 96
Town Centre Working Group 10 July 2008	White	Minutes: 1 to 3 Page: 97

8. **Selby District Local Strategic Partnership**

Report of Head of Service – Policy and Performance (pages 98 to 107 attached).

9. **White Paper – Communities in Control**

Report of the Chief Executive (pages 108 to 120 attached).

10. **Urgent Action**

The Chief Executive will report on any instances where he has acted in urgent or emergency situations under the functions delegated to him in the Constitution.

11. **Sealing of Documents**

To authorise the sealing of any documents necessary to action decisions of this Council meeting, or any of its Committees or Boards for which delegated authority is not already in existence.

12. **PRIVATE SESSION**

It will be recommended that in accordance with Section 100(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during discussion of the following item as there will be disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 6(b) of Part 1 of Schedule 12(A) of the Act.

13. **Central Area Car Park, Tadcaster**

Report of the Acting Head of Service – Legal and Democratic Services (pages 121 to 123 attached).

COUNCILLORS ARE REMINDED TO UPDATE THE REGISTER OF INTERESTS AFTER ANY CHANGE IN CIRCUMSTANCES WHICH MAY AFFECT CURRENT ENTRIES

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Council held on 3 June 2008, in the Civic Suite, the Civic Centre, Portholme Road, Selby, commencing at 6:00 pm.

39	Minutes
40	Communications
41	Public Questions
42	Councillors' Questions
43	Committee and Board Minutes
44	State of the Area Address
45	Multi Area Agreements
46	Appointment of Monitoring Officer
47	Urgent Action
48	Sealing of Documents
49	Private Session
50	Town Centre Working Group Minutes – 17 April 2008

Present: Councillor J Thurlow (Chairman) in the Chair

Councillors: J Cattanach, Mrs E Casling, M Crane, Mrs D Davies, M Davis, J Deans, Mrs S Duckett, Mrs J Dyson, K Ellis, D Fagan, Mrs C Goodall, Mrs G Ivey, W Inness, M Jordan, C Lunn, B Marshall, W N Martin, J McCartney, Mrs M McCartney, Mrs K McSherry, C Metcalfe, Mrs E Metcalfe, I Nutt, R Packham, B Percival, S Shaw-Wright, Mrs A Spetch, R H Sweeting and Mrs D White.

Officials: Chief Executive, Mr S Martin, Strategic Director, Mr J Lund, Strategic Director, Head of Service – Development Services, Head of Service – Human Resources, Democratic Services Officer and Committee Administrator.

The Monsignor B Bickers offered opening prayers.

Public: 3

Press: 1

37 **Apologies for Absence**

Apologies for absence were received from Councillors I Chilvers, Mrs M Hulme, D N Mackay, P Mackay, J Mackman, Mrs C Mackman, Mrs W Nichols, C Pearson, A Pound, Mrs S Ryder and R Sayner.

38 **Disclosure of Interest**

None.

39 **Minutes**

Resolved:

That the minutes of the meeting of Annual Council held on 20 May 2008 be confirmed as a correct record and signed by the Chairman.

40 **Communications**

(a) Letter from Selby District Association of Voluntary Services

The Chief Executive reported that he had received a letter from Selby AVS informing the Council that the merger between themselves and Groundwork Selby would not be taking place.

Resolved: That the letter be noted.

(b) Letter from Waverley Borough Council – Negative Housing Subsidy

The Chief Executive submitted a letter from Waverley Borough Council asking for Selby District Council's support with regard to negative housing subsidy and for a cash contribution of £900 towards the cost of a lobbying campaign.

Councillor agree in principle but feel there are better ways of lobbying our MP to put pressure on the Government in respect of this issue.

Resolved: That whilst the Council supports, in principle the proposals set out in the letter further investigations be made into alternative methods of lobbying.

(c) Letter from the Right Honourable Tessa Jowell MP

The Chief Executive submitted a letter from the Right Honourable Tessa Jowell MP asking the Council to consider ways of marking the occasion of the Olympic Games being held in London in 2012.

Resolved: That the letter be noted.

(d) Notice of Conference - Empowerment in Action

The Chief Executive reported that he had received notification of a National Conference being held in London on Thursday 17 July 2008 with regard to Empowerment in Action.

Councillor Mrs Ivey indicated that she was willing to attend.

Resolved: That approval be given for Councillor Mrs Ivey to attend the National Conference and the cost be met from the Members' Training Budget.

(e) Local Government Yorkshire and Humber (LGYH)
Annual Meeting – Monday 9 June 2008

The Chief Executive reported that all Councillors were invited to this meeting, which was to be held in Leeds Town Hall on Monday 9 June 2008.

Resolved: That the letter be noted.

(f) ECO Towns

The Chief Executive reported that he had received letters in respect of the Eco Towns and that an Extraordinary Meeting of the Council had been requisitioned for Wednesday 11 June 2008 at 6:00 pm to debate the issue. The Leader of the Council would attend a meeting on Thursday 12 June 2008 with Leeds City Region Leaders when the Consultants recommendation regarding the site of an Eco Town would be considered.

Resolved: That the requisition for an Extraordinary Meeting of the Council to be held on Wednesday 11 June 2008 be noted.

41 **Public Questions**

None.

42 **Councillors' Questions**

None.

Committee and Board Minutes

Planning Committee – 2 April 2008

Resolved:

That the minutes be noted.

Planning Committee – 30 April 2008

Resolved:

That the minutes be noted.

Licensing Committee – 14 April 2008

Resolved:

That the minutes be noted.

Licensing Committee – 12 May 2008

Resolved:

That the minutes be noted.

Economy Board – 15 April 2008

Resolved:

That the minutes be noted.

Audit Panel – 16 April 2008

Resolved:

That the minutes be noted.

Environment Board – 17 April 2008

Resolved:

That the minutes be noted.

Overview and Scrutiny Committee – 17 April 2008

Resolved:

That the minutes be noted.

Overview and Scrutiny Committee – 8 May 2008

Resolved:

That the minutes be noted.

Social Board – 22 April 2008

Resolved:

That the minutes be noted.

Policy and Resources Committee – 13 May 2008

Resolved that:

- (a) The minutes be noted; and**
- (b) The recommendation set out in Minute 916 (Stress Policy) be approved and adopted.**

Town Centre Working Group – 3 January 2008

Resolved:

That the minutes be noted.

Town Centre Working Group – 17 April 2008

Resolved:

That the minutes be considered later in the meeting. (See Minute 50)

Town Centre Working Group – 15 May 2008

Resolved:

That the minutes be noted.

44

State of the Area Address

Councillor Crane, Leader of the Council, submitted the State of the Area Address for 2008 and Councillor Steve Shaw-Wright responded as Leader of the Labour Group and Councillor John McCartney responded as Leader of the Independent Group.

Resolved:

That the State of the Area Address be approved as a consultation document for discussion with the community.

45

Multi Area Agreements

Councillors received the report of the Chief Executive with an update on the current development of a Multi Area Agreement (MAA) for the Leeds City Region (LCR).

The Council were aware of the Local Area Agreement (LAA) process whereby partner organisations sign up to a county wide level to the achievement of common targets. The sub-regional process had been extended to the city region and the advent of multi area agreements (MAA) and, at officer level, work had been undertaken within the Leeds City Region on the production of such an agreement.

The agreement was currently in its draft stage but the final document would be put to the City Region Leaders' Board on 12 June 2008 for signing off.

Resolved:

That the report be noted and the Leader be authorised to agree the final document before submission to Government Office Yorkshire and Humberside.

46

Appointment of Monitoring Officer

Councillors received the report of the Chief Executive seeking approval to the appointment of a new Monitoring Officer following the departure of the former Head of Service, Legal and Democratic Services.

The Local Government and Housing Act 1980 (as amended by subsequent legislation) required every District Council to designate one of their officers as the Monitoring Officer.

Resolved:

That Jonathan Lund, Strategic Director be appointed as the Council's Monitoring Officer in accordance with the Local Government and Housing Act 1989 and subsequent legislation, and to make consequential amendments to the Council's Constitution.

47

Urgent Action

The Chief Executive reported that he had exercised his power in connection with the arrangements for the management of the Council's Investment Fund.

Resolved: That a further report be submitted to an Extraordinary Meeting to be held on 24 June 2008.

48

Sealing of Documents

To authorise the sealing of any documents necessary to action decisions of this Council Meeting, or any of its Committees and Boards for which delegated authority is not already in existence.

Resolved:

That authority be granted for the signing of, or the Common Seal of the Council being affixed to, any documents necessary to give effect to any resolutions hereby approved.

49

Private Session

Resolved:

That in accordance with Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, as there will be a disclosure of exempt information as defined in paragraph 3 of Section 12(A) of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006.

50

Town Centre Working Group Minutes – 17 April 2008

Councillors considered the minutes of the Town Centre Working Group and the Strategic Director, J Lund reported the detailed breakdown of the costs involved relating to the Contact Centre.

Resolved: That

- (a) The minutes be noted; and**
- (b) The recommendation concerning the sale of land set out in Minute 5 be approved and adopted.**

The meeting closed at 7:15 pm.

-SELBY DISTRICT COUNCIL

Minutes of the proceedings of an Extraordinary meeting of the Council held on 11 June 2008, in the Civic Suite, the Civic Centre, Portholme Road, Selby, commencing at 6:00 pm.

61	Eco Towns
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Present: Councillor J Thurlow (Chairman) in the Chair

Councillors: Mrs E Casling, J Cattanach, I Chilvers, M Crane, Mrs D Davies, M Davis, J Deans, Mrs S Duckett, Mrs J Dyson, K Ellis, D Fagan, Mrs C Goodall, Mrs M Hulme, Mrs G Ivey, C Lunn, D N Mackay, Mrs P Mackay, B Marshall, W N Martin, J McCartney, Mrs M McCartney, Mrs K McSherry, Mrs C Mackman, J Mackman, C Metcalfe, Mrs E Metcalfe, R Packham, B Percival, A Pound, Mrs S Ryder, R Sayner, S Shaw-Wright, Mrs A Spetch, R H Sweeting.

Officials: Mr S Martin, Strategic Director, Mr J Lund, Strategic Director, Head of Service – Finance and Central Services, Head of Service – Housing, Head of Service – Policy and Performance, Head of Service – Environmental Health and Leisure, Head of Service – Development Services, Development Policy Manager, Principal Planning Officer (LDF), Media and Corporate Communications Manager, Democratic Services Officer and Committee Administrator.

Public: 8

Press: 2

Councillor R Sweeting offered opening prayers.

59 **Apologies for Absence**

Apologies for absence were received from Councillors W Inness, M Jordan, Mrs W Nichols, I Nutt, C Pearson and Mrs D White.

60 **Disclosure of Interest**

Councillors Mrs D Davies, Marshall, N Martin and Shaw-Wright indicated that as they were members of the Planning Committee they would abstain from voting in relation to Minute 61 below.

In response to a question Mr Lund reiterated the advice given in his letter to Councillors dated 28 May 2008 relating to interests but indicated that Councillors were free to choose to abstain if they wished.

Eco Towns

Councillors received the report of the Chief Executive and a presentation by S Martin, Strategic Director giving them an opportunity to debate Government plans for an Eco Town in the Leeds City Region in general and within Selby District in particular.

The report identified four sites within Selby District which had been identified as potential sites for an Eco Town:

Willow Green, Eggborough
 Burn (airfield site)
 Gascoigne Wood (former mine site)
 Church Fenton (airfield site)

The matter would be considered at a meeting of the leaders of the Leeds City Region on 12 June 2008 and the Council was requested to provide the leader with a remit for this meeting.

Resolved:

That having considered all the facts presented to us concerning the four sites identified for a potential Eco Town in Selby District this Council instructs its leader at the meeting of Leeds City Region on the 12 June 2008 to totally reject any Eco Town in Selby District.

At the request of Councillors and in accordance with Standing Order 5.27D the names of Councillors voting for, against and abstaining are as follows:

For: (28) Casling, Cattanach, Chilvers, Crane, Deans, Dyson, Ellis, Fagan, Goodall, Hulme, Ivey, Lunn, D Mackay, P Mackay, C Mackman, J Mackman, J McCartney, M McCartney, McSherry, C Metcalfe, E Metcalfe, Packham, Percival, Pound, Ryder, Sayner, Spetch and Thurlow.

Against: (1) Davis

Abstained: (6) Davies, Duckett, Marshall, Martin, Shaw-Wright and Sweeting.

The meeting closed at 7:20 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of an Extraordinary meeting of the Council held on 24 June 2008, in the Civic Suite, the Civic Centre, Portholme Road, Selby, commencing at 6:00 pm.

98	Amendments to the Treasury Management – Strategy Statement 2008/09 and Annual Investment Strategy 2008/09
99	Selby Community Project
100	Membership of the Standards Committee
101	Councillor Development Programme

Present: Councillor A Thurlow (Chairman) in the Chair

Councillors: Mrs E Casling, M Crane, Mrs D Davies, J Deans, Mrs S Duckett, Mrs J Dyson, K Ellis, D Fagan, Mrs M Hulme, W Inness, M Jordan, C Lunn, D N Mackay, Mrs P Mackay, B Marshall, J McCartney, Mrs M McCartney, Mrs K McSherry, Mrs C Mackman, J Mackman, C Metcalfe, Mrs E Metcalfe, R Packham, C Pearson, Mrs S Ryder, R Sayner, S Shaw-Wright, Mrs A Spetch, R H Sweeting and Mrs D White.

Officials: Chief Executive, Mr J Lund, Strategic Director, Mr S Martin, Strategic Director, Head of Service – Finance and Central Services, Head of Service – Human Resources, Head of Service – Policy and Performance, Head of Service – Development Services, Head of Service – Housing, Project Manager – Selby Community Project, Democratic Services Officer and Committee Administrator.

The Monsignor B Bickers offered opening prayers.

Public: 0

Press: 0

96 **Apologies for Absence**

Apologies for absence were received from Councillors I Chilvers, Ms M Davis, Mrs C Goodall, Mrs G Ivey, Mrs W Nichols, N Martin, I Nutt, B Percival and A Pound.

97 **Disclosure of Interest**

None.

Amendments to the Treasury Management – Strategy Statement 2008/09 and Annual Investment Strategy 2008/09

The Head Service - Finance and Central Services informed councillors of the amendments to the Treasury Management Strategy and Annual Investment Strategy for the 2008/09 financial year.

Amendments to the Treasury Management and Investment Strategies would allow the Council's in-house team to invest funds for periods of greater than 1 year would allow the Council to take advantage of the higher interest rates currently available on cash deposits.

Resolved:

- (i) That the amended treasury management strategy statement for 2008/09 be approved; and**
- (ii) The amended annual investment strategy statement for 2008/09 be approved.**

Selby Community Project

Councillors received the report of the Chief Executive with regard to the current position in relation to the Community Hospital and Civic Centre scheme.

The report gave details of the operation of a joint integrated board and its governance arrangements. Details were also given of the financial implications and the likely costs of the project to both the Council and the Primary Care Trust (PCT).

It was reported that the PCT had formally agreed to support the financing of the scheme.

Councillors raised the issue of public access to meetings of the Board and the Chief Executive undertook to investigate the position and inform councillors of the outcome by e.mail.

Resolved:

- (i) The report be noted;**
- (ii) The draft partnership governance arrangements be approved subject to the Selby District Councillor representatives on the board being the Leader and Deputy Leader of the Council;**

- (iii) The commissioning of project management be approved;**
- (iv) Delegated powers be given to the Chief Executive and Leader and Deputy Leader of the Council to act on behalf of the Council at the partnership meetings as set out in paragraph 4.3 of the report; and**
- (v) That the Council agrees to work as the accountable body and accrues capital costs for the project pending recharge to the Primary Care Trust.**

100

Membership of the Standards Committee

The Monitoring Officer sought approval for the membership of the Standards Committee.

The Council was required to appoint a Standards Committee, which was charged with promoting high standards of conduct by Councillors and dealing with complaints against both District and Parish Councillors.

The membership of the Committee currently consists of two Councillors from Selby District Council, two Independent Members and one member of a Parish Council.

Resolved:

- (i) That Mrs H Putman and Miss B Potts be appointed as members of the Standards Committee for the period ending on the date of the Annual Council meeting in May 2011; and**
- (ii) That Mr R Parker be appointed to the Standards Committee as second representative of the Parish Councils for the period ending on the date of the Annual Council meeting in May 2011.**

101

Councillor Development Programme

Councillors received the report of the Chief Executive, which reviewed the Councillor Development programme undertaken in 2007/08.

The report considered the programme required for 2008/09 linking the IDeA Skills Framework and the Member Development Charter. It also considered the councillor training required in preparation for the development of Community Management Boards and the compulsory nature of training and development.

Councillors commented on the current and future provision of training and the need to ensure that councillors attended appropriate courses.

Resolved: That

- (i) That Janette Barlow, Head of Service – Human Resources be appointed as lead officer for the Member Development Charter to develop the action plan and monitor progress twice a year and;**
- (ii) The Councillor Development Programme 2008/09 be approved;**
- (iii) Councillors provide comments directly to the Chief Executive on ways in which turnout can be improved.**

The meeting closed at 6:43 pm.

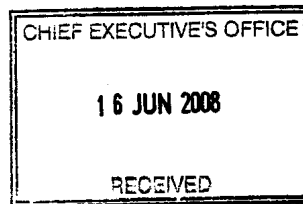


Home Office
**Identity &
Passport Service**

Headquarters
Parliamentary & Correspondence
Management Team
6th Floor, Globe House
89 Eccleston Square
London
SW1V 1PN

Tel (0870) 521 0410
Fax (0870) 336 9175
Email hqenquiries@ips.gsi.gov.uk
Web www.ips.gov.uk

Mr Mark Crane
Selby District Council
Civic Centre, Portholme Road
Selby, North Yorkshire
YO8 4SB



Reference: T10262/8

Your Reference: MC/AC/51

11 June 2008

Dear Mr Crane,

Thank you for your letter of 13 May to the Home Secretary about the National Identity Scheme. Your letter has been passed to the Identity and Passport Service (IPS) to respond.

The National Identity Scheme is being currently introduced following a manifesto commitment by the Government. The Identity Cards Act 2006 acts as the statutory basis for the scheme, whilst the "National Identity Scheme Delivery Plan 2008", published in March 2008, details the Government's plans for its implementation. Both documents can be obtained on the website of the Identity and Passport Service: www.ips.gov.uk

Reliable means to prove and protect identity is a fundamental requirement in modern society, whether in applying for a job, travelling across borders, opening a bank account or applying for state benefits. However, rapidly-moving technology and greatly increased mobility of people are driving new requirements for identity documents to fit in with how we live our lives and do business today. They must be more flexible so transactions can be more convenient and less time consuming – to allow for more citizen-focussed services or access to services via the internet for example. Equally, they must also incorporate additional protections to safeguard us against those who would seek to exploit new advances to help them steal our identities or create false ones for use in illegal activity.

For advice on how and where to obtain a passport, call the Passport Adviceline on **0870 521 0410** (24 hours a day, 7 days a week).

You can also email info@passport.gov.uk or visit www.ips.gov.uk



However, the UK's current systems for establishing identity are not well suited to meet these challenges. Levels of identity theft and fraud have increased substantially. The most recent estimate of the cost to the UK economy, published in February 2006, was over £1.7 billion per year. Multiple or false identities are used in more than a third of terrorist related activity and in organised crime and money laundering. Lack of clarity over someone's identity also presents risks to the public and private sectors when providing services.

The Government is introducing the National Identity Scheme with the purpose of providing UK residents aged 16 and over with an identity card as a secure and reliable method of proving identity information. We are introducing the Scheme in a way that will deliver most benefit to all of us as quickly as possible. That means a twin track approach which prioritises both increasing public protection in sensitive areas and making life easier for people who will gain most in their daily lives from having or using an identity card.

With reference to your assertions on national feeling against the proposals, latest research shows that 59% of people support the government's national identity scheme and The British Social Attitudes Report published in January 2007 showed that 71% of people think that having compulsory identity cards for all adults is "a price worth paying" to help tackle the threat of terrorism.

The Government's proposals are designed to safeguard, not erode, civil liberties by protecting people's true identity against fraud and by enabling them to prove their identity more easily when accessing public or private services. The Government has also introduced several safeguards to ensure that the scheme is run appropriately. The Identity Cards Act 2006 establishes stringent safeguards regarding the use of the cards; what information they contain and how checks against the NIR are made. There will also be an independent National Identity Scheme Commissioner whose task will be to keep how both the use of identity cards and the NIR under review.

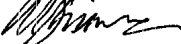
It is crucial that we are able to confirm and verify our own and others' identities quickly, easily and securely. Consequently, we believe that there are clear benefits to be gained from the National Identity Scheme. It will not only safeguard our identities but also provide a means to prove our identity that facilitates easier access to services, fitting more closely with how we live our lives today.

More information about identity cards is available on <http://www.ips.gov.uk>.

I note your comments on behalf of Selby District Council opposing the proposed National Identity Scheme and I am grateful for the time you have taken to comment on this issue.

Yours sincerely,

PP.



Aamna Saeed

Correspondence Manager

On behalf of the Identity and Passport Service

For advice on how and where to obtain a passport,
call the Passport Adviceline on **0870 521 0410**
(24 hours a day, 7 days a week).

You can also email info@passport.gov.uk
or visit www.ips.gov.uk



INVESTOR IN PEOPLE

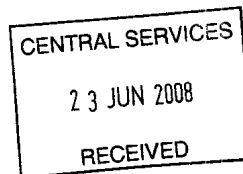


G.P. EMBLEM

The
Boundary
Committee
for England

Part of the Electoral Commission

Chief Executive
Selby District Council
The Civic Centre
Portholme Road
Selby
North Yorkshire
YO8 4SB



12 June 2008

Dear Colleague

BOUNDARY COMMITTEE REVIEW PROGRAMME

With the commencement of the Local Government and Public Involvement in Health Act 2007 the Boundary Committee for England is seeking to identify potential pressures for reviews from local authorities, with a view to developing a rolling programme of review work over the next three years (2009 to 2011).

The 2007 Act provides a number of flexibilities for both local government and the Boundary Committee in terms of electoral and administrative boundary reviews:

- Local authorities that hold whole council elections, or have resolved to move to such a cycle of elections, may now request the Electoral Commission to direct the Boundary Committee to undertake electoral reviews with a view to providing for single-member wards (subject to the Committee's statutory criteria); and
- The Boundary Committee may now undertake administrative boundary reviews of principal authorities on its own initiative, at the request of a local authority or at the request of the Secretary of State.

The Boundary Committee
Trevelyan House
Great Peter Street
London SW1P 2HW

Tel 020 7271 0500
Fax 020 7271 0505
Textphone 18001 020 7271 0500
info@boundarycommittee.org.uk
www.boundarycommittee.org.uk

Democracy matters



The
Boundary
Committee
for England

Part of the Electoral Commission

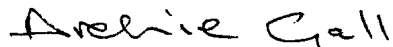
The Boundary Committee's work programme for 2008 is already established and no reviews in addition to those already identified will be commenced this year (see indicative programme attached). The work programme for 2009 is less defined and is subject to the outcome of the Committee's structural reviews in Devon, Norfolk and Suffolk and the Secretary of State's decisions on any proposals for structural change the Committee submits to her.

To facilitate planning the Boundary Committee's programme of work for 2009 through to 2011, it would be extremely helpful to know if your authority is thinking about an electoral or administrative boundary review in the near future. If so, it would also be helpful to know the year in which, optimally, a review might best be carried out and, for electoral reviews, the year of implementation. In relation to any administrative boundary reviews, we would also like to know the extent of the potential change involved.

If your Council foresees the need for a review, it would be helpful to know by **29 August 2008**. Please contact William Morrison (wmorrison@electoralcommission.org.uk, telephone 020 7271 0512).

The Boundary Committee will, of course, continue to monitor local authority electoral arrangements more generally, with a view to identifying those authorities with electoral imbalances that warrant a further electoral review (FER).

If you have any queries about this letter, or would like to discuss the potential for an electoral or administrative boundary review, please do not hesitate to contact me.



Archie Gall
Director
agall@electoralcommission.org.uk
020 7271 0650

The
Boundary
Committee
for England

Part of the Electoral Commission

Boundary Committee indicative work programme

2008

Electoral reviews: Isle of Wight (complete June 2008)
Cornwall (commenced February 2008)
Shropshire (complete October 2008)
Wiltshire (complete October 2008)
Northumberland (start July 2008)
Co Durham (start July 2008)

Structural reviews: Devon (complete December 2008)
Norfolk (complete December 2008)
Suffolk (complete December 2008)

2009

Electoral reviews: Northumberland (complete autumn 2009)
Co Durham (complete autumn 2009)
Bedford (start spring 2009)
Central Bedfordshire (start spring 2009)
Cheshire East (start spring 2009)
Cheshire West and Chester (start spring 2009)
Reviews of any new authorities to be created in Devon, Norfolk or Suffolk
(start spring 2009, complete autumn 2009)

2010

Electoral reviews: Bedford (complete 2010)
Central Bedfordshire (complete 2010)
Cheshire East (complete 2010)
Cheshire West and Chester (complete 2010)

Democracy matters



The Boundary Committee
Trevelyan House
Great Peter Street
London SW1P 2HW

Tel 020 7271 0500
Fax 020 7271 0505
Textphone 18001 020 7271 0500
info@boundarycommittee.org.uk
www.boundarycommittee.org.uk

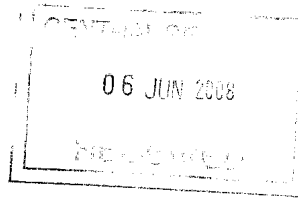
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**Town Clerk
Ms C Mason**

E-Mail: t.mason@selbytowncouncil.co.uk
Website: www.selbytowncouncil.gov.uk

5 June 2008

Mr M Connor
Chief Executive
Selby District Council
Civic Centre
Portholme Road
Selby
YO8 4SB



Dear Mr Connor

Quality Parish Council Status

I am delighted to report that Selby Town Council has this week been awarded Quality Parish Council Status.

This award follows four years of work to get the Council into a position where it was able to be assessed, and this included my gaining the Certificate in Local Council Administration.

This award is recognition that Selby Town Council is "a truly competent and worthy representative of its community" and is only the second parish Council in Selby District, and the seventh in North Yorkshire to gain Quality status. I am sure you are aware of the Scheme and its importance to parish councils and I attach a summary of the Quality Parish Council Scheme for information.

One of the aims of Quality status is enhance partnership working with principal authorities and partners and I look forward to continuing and improving the excellent working relationship our two councils already enjoy.

Yours sincerely

Tina Mason
Town Clerk



Selby Town Council,
The Town Hall,
York Street,
Selby, YO8 4AJ.
Tel: 01757 708449
Fax: 01757 213761

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Planning Committee held on 28 May 2008 in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

18	Minutes
19	Chair's Address to the Planning Committee
20	Budget Management
21	Start times of Committee
22	Deferment of Applications
23	2008/0308/FUL – Fieldside Nursery, Great Heck
24	2007/1272/FUL – Hillcrest, Eggborough
25	2008/0270/COU - 1 St James Terrace, Selby
26	2008/0179/FUL – Manor Grange Stud Farm, Cobcroft Lane, Cridling Stubbs
27	2007/1217/FUL – Land adjacent to Southlands House, Southlands Close, South Milford
28	2008/0160/FUL – Vulcan Works, Sandwath Lane, Church Fenton
29	2007/1414/FUL – 51-53 Main Street, Riccall
30	2008/0267/FUL – Shepherds Barn, Church Street, Church Fenton
31	2008/0344/FUL – 30 Stutton Road, Tadcaster
32	2008/0096/FUL – 6 Byram Park Avenue, Byram
33	2008/0154/FUL – 11 Orchard Close, Appleton Roebuck
34	2008/0142/FUL – Car Sales Yard, Station Road, Selby
35	Private Session
36	Enforcement Sub Group Minutes

Present: Councillor J Mackman in the Chair

Councillors: Mrs D Davies, J Deans, D Fagan, Mrs C Goodall (for J Cattanach), W Inness, M Jordan, D Mackay, B Marshall, W N Martin, C Pearson, Mrs S Ryder, R Sayner (for I Chilvers), Mrs A Spetch (for K Ellis), R H Sweeting.

Officials: Head of Service – Development Services, Head of Service –Legal and Democratic Services, Head of Service – Finance and Central Services, Principal Planning Officer, Planning Officer, Committee Administrator and Public Speaker Officer.

Also in

Attendance: Public Speakers, Councillor G Ivey, Councillor J Thurlow and Councillor J McCartney.

Public: 25

Press: 0

16 **Apologies for Absence and Notice of Substitution**

Apologies were received from Councillors J Cattanach, I Chilvers, K Ellis and Mrs E Metcalfe.

Substitute Councillors were Mrs C Goodall for J Cattanach, R Sayner for I Chilvers, Mrs A Spetch for K Ellis.

17 **Disclosure of Interest**

Councillor W Inness declared a personal and prejudicial interest in application 2008/0359/OUT – Skipwith House, Skipwith.

Councillor D Fagan declared a personal and prejudicial interest in application 2008/0344/FUL – Stutton Road, Tadcaster

Councillor N Martin declared a personal interest and prejudicial interest in application 2007/1414/FUL – Main Street, Riccall.

Councillor J Deans declared a personal interest in application 2007/1414/FUL – Main Street, Riccall.

Councillors Marshall and Mrs D Davies declared a personal interest in application 2008/0308/FUL – Fieldside Nursery, Great Heck.

All members of the Planning Committee had received an email from John Grogan MP concerning application 2008/0308/FUL – Fieldside Nursery, Great Heck.

Councillor N Martin had received correspondence from Church Fenton Parish Council.

18 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Planning Committee held on 30 April 2008 be confirmed as a correct record and be signed by the Chair.

19

Chair's Address to the Planning Committee

The Chair informed Councillors of the following issues:

- The new structure for Development Services was implemented on 1 May 2008.
- The internal assimilation process had filled most posts and those that were still vacant would be advertised.
- It was confirmed that the new Development Control Manager would start in post on 1st July 2008.

20

Budget Management to 31 March 2008

The Head of Service – Development Services submitted a report, which informed councillors of major variations between budgeted and actual expenditure and income, for the 2007/08 financial year. He detailed overspend on the Planning Committee budget which mainly had been affected by external factors.

The Head of Service – Finance and Central Services confirmed that recruitment costs were not met out of the planning budget.

Resolved:

That the report be noted.

21

Start times of Committee.

The Chair referred to discussions at the last meeting of Council and sought the Committee's views on the starting time of meetings.

Resolved:

That meetings of the Committee continue to commence at 4pm.

22

Deferment of Applications:

The Chair proposed that due to outstanding issues concerning a revised scheme and an Environmental Health noise assessment request two applications before the committee be deferred until the next meeting of the Planning Committee scheduled for 25 June 2008.

Resolved:

**That Application 2008/0147/FUL – Lavourick, Church Street, Church Fenton and;
Application 2008/0359/FUL- Skipwith Hall, Skipwith
be deferred until the next meeting of the Planning Committee.**

The Principal Planning Officer updated councillors on the release of the Regional Spatial Strategy.

23

Planning Applications Received

Consideration was given to the schedule of planning applications submitted by the Head of Service – Planning and Economic Development.

Application: 2008/0308/FUL.

Location: Fieldside Nursery, Main Street, Great Heck.

Proposal: Erection of a single storey log cabin to provide ‘out of school club’ for up to 24 children aged between 3 – 14 years and additional 4 car parking spaces.

Site Visit

The Principal Planning Officer updated councillors on the revised scheme, which had reduced the number of children to be accommodated and increased the number of car parking spaces. The siting of the proposed building had also been amended and would now lie in the curtilage of the existing nursery. However, the previous reasons for refusal had not been overcome and the development was still considered to be outside development limits.

The Principal Planning Officer informed councillors that the Parish Council had no objections to the application but had made comments concerning vehicles on the road. Environmental Health had confirmed that they had no objections following their consideration of the applicants noise assessment.

The committee discussed the interpretation of Policy CS3 as to the status of the nursery and if it should be regarded as a school within the meaning of the policy.

Councillor Ivey - Ward Member

Councillor Ivey informed the committee of the following issues

- She supported the application
- NYCC had sent a letter of support
- The Nursery had received funding from Sure Start
- Out of school provision in rural locations was vital
- Children would be leaving the nursery in September and would access the out of school club
- Whitley ward is an area of deprivation
- The Parish Council is not opposed to the application
- Local people are employed and more employment would be generated
- Children from Heck village use the nursery
- The Highways Authority hasn't made any objections

Mr Torrible – Agent

Mr Torrible informed councillors of the following issues

- Policy CS3 applies
- 48 children currently attend
- Environmental Health report addressed amenity issues
- Issue of need- a material consideration
- Not a marginal case

It was moved and seconded that the application be refused as recommend in the officer's report.

Motion Lost

Members were minded to approve the application on the grounds of:

- **Compliance with Policy CS3 and;**
- **the need for the provision of the school club.**

Resolved:

That the application be granted subject to conditions concerning

- (i) landscaping of the car park ;**
- (ii) Implementation of the extended car park;**

- (iii) An hours condition, the imposition of which be delegated to Officers, after further negotiation with the applicants.

24

Application: 2007/1272/FUL.

Location: Hillcrest, Selby Road, Eggborough.

Proposal: Erection of dwelling, garage and pigeon loft on land to the rear of Hillcrest.

Site Visit

The Principal Planning Officer informed councillors that this was a retrospective application but the development on site was not in line with the approved plans and was unlawful.

The Principal Planning Officer updated councillors on proposals for the kitchen/dinning area height, window elevations and roof pitch to be reduced. Letters from objectors had been received concerning drainage concerns, loss of views and the devaluation of property prices and Environmental Health had suggested conditions regarding the pigeon loft be imposed in line with the original application.

Councillor McCartney – Ward Member

Councillor McCartney informed the committee of the following issues

- *The local residents appreciated the site visit to allow members to see the site*
- *The extra building had large gable end*
- *Over development*
- *Non compliance with conditions*
- *Unlawful*
- *Height of building*
- *Flooding concerns*
- *Built at same height of existing building*

A proposal was made to refuse the application and councillors were minded to refuse the application on the grounds of:

- Location and Design
- Detrimental to Policies ENV1 and ENV6 of Local Plan
- Effect on neighbours
- Need to build what extant permission was granted for

Resolved:

i) That the application be refused.

The reasons given for refusal were:

- **Location and Design**
- **Detrimental to ENV1 and ENV6 of Local Plan**
- **Effect on neighbours**

ii) Instructions be given to take Enforcement Action to remove the unauthorised development.

- a) The reasons given for issuing the notice be delegated to Officers to draft based upon the reasons for refusal and the committee debate.**
- b) The requirement of the notice to relate to the removal of the unauthorised structure down to ground level**
- c) Time period for compliance to be 6 months from the date on which the notice takes effect.**

25

Application: 2008/0270/COU.

Location: 1 St James Terrace, Selby.

Proposal: Proposed change of use from class A2 (financial and professional services) to class D1 (non-residential institutions) a Compass health centre and consulting rooms.

Site Visit

The Planning Officer informed councillors the application had been referred to committee by the number of objections and on the request of a local member.

Although the proposals were considered not to significantly alter the external appearance it was considered that there was potential for a significant intensification of activity and use of entrances in proximity to neighbouring properties and was considered contrary to local policies.

Mrs Rowntree – Objector

Mrs Rowntree informed councillors she objected to the application for the following reasons

- *Inappropriate development*
- *Residential amenity*
- *Young children, teenagers and elderly neighbours*
- *Negative impact*
- *Discrepancy in scale of use data*
- *Residential area*
- *No mechanism for dealing with problems*

Councillor Thurlow – Ward Member

Councillor Thurlow informed councillors of the following issues

- *Loss of residential amenity*
- *Hours of operation*
- *Out of character*
- *Concerns of residents justified*
- *Local school nearby*
- *Praise for the work of Compass but not in this location*
- *Local pharmacy offers needle exchange*
- *Concern of crime*

Linda Haig – Applicant

Linda Haig informed councillors of the following issues

- *National Charity concerning Drug and Alcohol problems*
- *Government Funded*
- *Work done supported by everyone*
- *Opening Hours needed for GP who work outside normal practice hours*
- *Willing to reduce needle exchange hours*
- *Had provided open and transparent information*
- *Average attendance 8- 10 per day*
- *Over 50% attend for counselling only – drug free*
- *Provides family member support*
- *Car park – not a quite residential area*

Councillors agreed that there was a need for this service in Selby and supported the work done by the applicants but this was not the right location.

Resolved:

That the application be refused on the grounds set out in the officer's report

26

Application: 2008/0179/FUL.

Location: Manor Grange Stud Farm, Cobcroft Lane, Cridling Stubbs

Proposal: Retrospective application for the erection of a storage barn.

The Principal Planning Officer added that the materials used on site had been checked and that they were considered to be appropriate.

Resolved:

That the application be granted, subject to the conditions set out in the officer's report.

27

Application: 2007/1217/FUL.

Location: Land adjacent Southlands House, Southlands Close, South Milford

Proposal: Residential development comprising of 40 dwellings following the demolition of the existing building.

The Planning Officer updated councillors that a document had been received from the Parish Council, which was circulated to all members, opposing the application. The proposed number of dwellings had also been amended but the affordable housing target was not met.

Linda Wolstenholme – Objector

Linda Wolstenholme informed councillors she objected to the application for the following reasons

- *No longer a prime village location*
- *No good transport links*
- *Scale and Design*
- *Access road private track*
- *Site access concerns*
- *Road safety issues*
- *Education contribution not met*
- *Lack of affordable housing*
- *Parish Council objections*

Mr Hobman – Parish Council

Mr Hobman informed councillors of the following issues

- *Not opposed to the development of the site but opposed to this application*
- *Increase density of development*
- *Erosion of character and form of village*
- *South Milford does not have facilities for development*

- 106 contribution fails
- Proposed play area for small children only
- Concerns over access road
- Education contribution not met

Mr Torrible - Agent

Mr Torrible informed councillors of the following issues

- Energy efficient development
- Zero rated carbon houses
- Affordable Housing 35%
- Flagship scheme
- Environmental friendly
- Economic issues
- Education contribution could not be fitted into plan
- Scheme will be used for future schemes

Resolved:

That the application be deferred to enable councillors to visit the site

28

Application: 2008/0160/FUL.

Location: Vulcan Works, Sandwath Lane, Church Fenton

Proposal: Erection of detached dwelling with single garage

The Principal Planning Officer updated councillors that no response had been received from the Parish Council and a condition relating to Permitted Development rights should be added.

Mr Wharton – Parish Council

Mr Wharton informed councillors of the following issues

Protection of the street scene

Parish Council objections had been sent to Selby District Council

Application should be refused

Reserved matters – plot remains clear

Resolved:

That the application be granted, subject to the conditions set out in the officer's report and additional conditions concerning removal of Permitted Development rights and hours of work be included.

Having declared a personal and prejudicial interest, Councillor N Martin to no part in the debate and did not vote.

Application: 2007/1414/FUL.

Location: Land to the rear of 51 to 53 Main Street, Riccall.

Proposal: Renewal of planning approval 8/15/309/PA for the erection of two dwellings with integral garages.

The Principal Planning Officer had nothing to add to the report

Mr Carver – Applicant

Mr Carver informed councillors of the following issues

- *Brownfield site*
- *Sustainable development*
- *Unused land*
- *Previously granted planning permission*
- *No access issues*
- *Site large enough to accommodate parking, no need for street parking*
- *Existing entrance*
- *Limited pedestrian traffic*

Resolved:

That the application be refused, subject to the reasons set out in the officer's report.

Councillor B Marshall and R Sayner left the meeting

Continuation of Meeting

Councillors were informed that the meeting had been running for three hours.

Resolved:

That the meeting continue for the remaining items.

30

Application: 2008/0267/FUL.

Location: Shepherds Barn, Church Street, Church Fenton

Proposal: Conversion of existing barn into new dwelling including associated access drive at Shepherds Barn.

The Planning Officer updated councillors that Natural England had withdrawn their objection to the application.

Mr Wharton – Parish Council

Mr Wharton informed councillors of the following issues

- *No survey carried out for Newts*
- *No details of protected fauna survey*
- *European legislation not complied with*
- *Removal of mature trees*
- *Privacy issues for neighbours*

The Planning officer informed councillors that all requirements for protected species had been complied with but an Informative was required on any approval concerning any newts were found, and a licence from Defra would be required.

Resolved:

That the application be granted, subject to the conditions set out in the officer's report, and Informatives as set out above.

31

Having declared a personal and prejudicial interest, Councillor D Fagan left the chamber for consideration of the following item.

Application: 2008/0344/FUL.

Location: 30 Stutton Road, Tadcaster

Proposal: Erection of 4 dwelling following demolition of existing house, garage and domestic outbuildings.

The Planning Officer updated councillors that the Highways officer had removed his objection to the application.

Jenny Hubbard – Agent

Jenny Hubbard informed councillors of the following issues

- *Material Planning considerations*
- *Highways Officers had removed objections*

- *Not inconsistent with character and form*
- *Stutton Road is an urban street*
- *Site hidden from public view*
- *No change in planning circumstances from previous application*
- *Under use of brownfield site*
- *Sustainable location*

Resolved:

That the application be refused as outlined in the officers report as reason 1)

‘ The dwelling on Plot 4 would introduce an inappropriate form of back land development to the rear of an otherwise linear frontage to the detriment of the form and character of the immediate locality. The proposal would therefore set a precedent making it difficult for the Local Planning Authority to resist proposals that would further erode the form and character of the area. The proposal would therefore be contrary to Policy H6 of the Selby District Local Plan.’

Councillor D Fagan returned to the chamber.

32

Application: 2008/0096/FUL.

Location: 6 Byram Park Avenue, Byram.

Proposal: Erection of two detached dwellings.

The Planning Officer informed councillors that legal advice had been taken regarding previous conditions on the approved application

Mr Carr – Objector

Mr Carr informed councillors he objected to the application for the following reasons

- *Scant regard to policies*
- *Disagree with Officers report*
- *Road less than 4 metres wide*
- *Highway concerns*
- *No passing places*
- *Tree concerns*
- *Woodland will cause poor visibility and maintenance issues*
- *Refuse bin collection problems*
- *Highways concerns with access*
- *Foul water concerns*

Mrs Mitchell – Applicant

Mrs Mitchell informed councillors of the following issues

- *No problems with sight line*
- *Congestion caused by car parked on drives not garages*
- *Can reverse out of site*
- *Grass laid with prior knowledge of access*
- *Hedge impinges on boundary*
- *Site visit not requested*

Resolved:

That the application be deferred to enable Councillors to visit the site

33

Application: 2008/0154/FUL.

Location: 11 Orchard Close, Appleton Roebuck.

Proposal: Erection of three detached dwellings.

The Principal Planning Officer updated councillors that a variation in plot 2 & 3 increased the height, ridge line and garage roof to provide a bedroom but this was not a three storey dwelling.

Resolved:

That the application be refused.

The reasons given for refusal related to:

- **Increase massing**
- **Over development, overdominance**
- **Adverse impact on character and form**

34

Application: 2008/0142/FUL.

Location: Car Sales Yard, Station Road, Selby.

Proposal: Erection of 13 one and two bedroom apartments of 2 and 3 storeys.

The Planning Officer updated councillors that objections had been received from Selby Civic Society and Town Council.

Councillors Mrs D Davies and D Fagan recorded that they had taken no part in decisions made at Selby Town Council in their roles as Town Councillors

Resolved:

That the application be granted, subject to the conditions set out in the officer's report, and an additional condition concerning cycle parking space.

35

Private Session

Resolved:

That in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during consideration of the following items as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12A to the Act.

36

Enforcement Sub-Group Minutes

The Chair presented councillors with the minutes of a meetings of the Enforcement Sub-Group held on 17 March 2008 and 12 May 2008.

The Principal Planning Officer agreed to follow up queries made by councillors regarding the Whiskers shop site and empty shop site in New Street with Environmental Health Officers and would report back.

Resolved:

That the minutes be noted.

The meeting closed at 8.00pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Planning Committee held on 25 June 2008, in Committee Rooms 1& 2, The Civic Centre, Portholme Road, and Selby, commencing at 4.00pm.

104	Minutes
105	Chair's Address to the Planning Committee
106	Planning Committee 2007/08 Performance Indicator Report: April 2007 – March 2008 (Year End).
107	2007/1217/FUL – Land Adj to Southlands House, Southlands Close, South Milford
108	2008/0255/FUL – Station House, Sandwath Lane, Church Fenton
109	2008/0256/FUL – Station House, Sandwath Lane, Church Fenton
110	2008/0254/FUL – Station House, Sandwath Lane, Church Fenton
111	2008/0096/FUL – 6 Byram Park Avenue, Byram
112	2008/0157/FUL – Ireda, 48 Thorpe Lane, Cawood
113	2008/0472/FUL – Milton Lodge, 58 Wistowgate, Cawood
114	2007/0487/FUL – 3 Thistle Close, Selby
115	2007/1103/FUL – Station Road, Riccall
116	2008/0419/REM – Biggin Lane Garage, Nanny Lane, Church Fenton
117	2008/0433/FUL – Jubilee Cottage, Common Road, Barkston Ash
118	2008/0043/FUL – Hut Green Farmhouse, Selby Road, Eggborough
119	2008/0147/FUL – Lavourick, Church Street, Church Fenton
120	Reconvened Meeting
121	Apologies for absence
122	Disclosure of Interest
123	Development Control Manager
124	2008/0351/MAJ – Selby College, Abbots Road, Selby
125	2007/1327/FUL – Cherry Tree Farm, Templar Close, Whitley
126	2008/0247/FUL – 45 Leeds Road, Selby

Present: Councillor J Mackman in the Chair

Councillors: J Cattanach, Mrs D Davies, J Deans, Mrs S Duckett (for N Martin), D Fagan, W Inness, M Jordan, D Mackay, B Marshall, Mrs K McSherry (for I Chilvers), Mrs E Metcalfe, C Pearson, Mrs S Ryder, Mrs A Spetch (for K Ellis), S Shaw-Wright.

Officials: J Lund – Strategic Director, Head of Service – Development Services, Trainee Solicitor, Planning Officers, Committee Administrators.

Planning Committee
25 June 2008
and
Reconvened meeting 2 July 2008

Also in
Attendance: Public Speakers
Public: 20
Press:

102 **Apologies for Absence and Notice of Substitution**

Apologies were received from Councillors I Chilvers, N Martin, K Ellis and R Sweeting.

Substitute Councillors were Mrs K McSherry for I Chilvers, Mrs S Duckett for N Martin, Mrs A Spetch for K Ellis.

103 **Disclosure of Interest**

All councillors had received correspondence relating to 2007/1217/FUL – Land adj to Southlands House, Southland Close, South Milford.

All councillors had received emails relating to the application 2008/0419/REM – Biggin Lane Garage, Nanny Lane, Church Fenton and 2008/0147/FUL – Lavourick, Church Street, Church Fenton.

104 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Planning Committee held on 28 May 2008 be confirmed as a correct record and be signed by the Chair.

105 **Chair's Address to the Planning Committee**

It was proposed that the meeting be adjourned at 7pm to a future date to allow for a site visit to Selby College in respect of application 2008/0351/MAJ and to deal with other applications that had not been heard by that time.

Resolved:

That the meeting be adjourned when those cases involving public speakers have been heard and reconvened at 2pm on 2nd July 2008 to deal consider those applications not dealt with at this meeting.

Planning Committee
25 June 2008
and
Reconvened meeting 2 July 2008

The Chair informed Councillors of the following issues:

- 46 applications had been received for the various vacancies in the Development Services department, short listing had taken place and interviews will be held shortly.
- Dylan Jones, Development Control Manager commences his employment on 1st July 2008.
- Keith Dawson, Head of Development Services, would supply an organisation chart to all members of the Planning Committee
- Performance in 2008/09 continues to improve with all areas achieving at or above targets.

106

Planning Committee 2007/08 Performance Indicator Report: April 2007 – March 2008 (Year End).

The Head of Development Services updated councillors on the priority areas and the performance of the Council using Best Value Performance Indicators for those areas for which the Planning Committee was responsible. National targets had been met and the aim was to continue to improve on the figures in the current year.

Resolved:

That the report be noted

The Chair confirmed the running order for the agenda items

107

Planning Applications Received

Consideration was given to the schedule of planning applications submitted by the Head of Service –Development Services.

Application: 2007/1217/FUL

Location: Land adj to Southlands House, Southlands Close, South Milford.

Proposal: Residential development comprising of 40 dwellings following the demolition of the existing building.

Site Visit

The Head of Service – Development Services informed councillors that due to comments received by the Highways Agency earlier in the day he sought their agreement to defer this application to allow these comments to be investigated by officers.

Resolved:

That the application be deferred.

108

Application: 2008/0255/FUL

Location: Station House, Sandwath Lane, Church Fenton

Proposal: Sub Division and extension to form one self-contained flat.

The Head of Service – Development Services sought agreement from Councillors that this application be deferred to allow for further information concerning noise assessment and a bat survey to be provided.

Resolved:

That the application be deferred.

109

Application: 2008/0256/FUL

Location: Station Road, Sandwath Lane, Church Fenton

Proposal: Proposed conversion and extension to create 3 flats.

The Head of Service – Development Services sought agreement from Councillors that this application be deferred to allow for further information concerning noise assessment and a bat survey to be provided.

Resolved:

That the application be deferred.

110

Application: 2008/0254/FUL

Location: Station House, Sandwath Lane, Church Fenton

Proposal: Erection of a first floor extension to existing single storey domestic garage to create a detached two storey dwelling with attached carport.

The Head of Service – Development Services sought agreement from Councillors that this application be deferred to allow for further information concerning noise assessment and a bat survey to be provided.

Resolved:

That the application be deferred.

111

Application: 2008/0096/FUL

Location: 6 Byram Park Avenue, Byram

Proposal: Erection of two detached dwellings.

Site Visit

The Planning Officer updated councillors of the history of the site and the policies concerning the application.

Mr Carr – Objector

Mr Carr informed councillors he objected to the application for the following reasons

- *Garden Grabbing*
- *Loss of amenity*
- *Inappropriate development*
- *Access Issues*
- *Conflicts with local policies*
- *Sewer issues*
- *Woodland concerns*

Mr Johnson – Agent

Mr Johnson informed councillors of the following issues

- *Principle of development acceptable*
- *In character*
- *No overlooking or overshadowing issues*
- *No loss of amenity*

Planning Committee
25 June 2008
and
Reconvened meeting 2 July 2008

- *No sewer concerns*
- *No damage to roots of trees*
- *In accord with adopted planning policy*

Resolved:

That the application be refused.

The reasons for refusal were

- **Overdevelopment of site**
- **Overshadowing Issues**
- **Loss of amenity**
- **Access concerns**
- **Unacceptable safety hazards from dense woodland**

112

Application: 2008/0157/FUL

Location: Ireda, 48 Thorpe Lane, Cawood

Proposal: Extension to the side and addition of first floor

Site Visit

The Planning Officer updated councillors with the amended plans which showed the removal of some windows.

Jane Wye – Objector

Jane Wye informed councillors she objected to the application for the following reasons

- *Character and design*
- *Over dominance*
- *Overbearing of street scene*
- *Set near to boundary*
- *Overlooking*
- *Concerns for the TPO Tree in garden*
- *Revised Plans*
- *Incorrect information in report*
- *Issues with Public Access systems*

Planning Committee
25 June 2008
and
Reconvened meeting 2 July 2008

Mr Carroll – Applicant

Mr Carroll informed councillors of the following issues

- *Have worked closely with Planning Officers*
- *Double garage required – large detached home*
- *No on-street parking*

Resolved:

That the application be granted, subject to the conditions set out in the officer's report.

113

Application: 2008/0472/FUL

Location: Milton Lodge, 58 Wistowgate, Cawood

Proposal: Retrospective application for the retention of an agricultural building

Site Visit

The Planning Officer informed councillors this was a retrospective application.

Mr Bath – Objector

Mr Bath informed councillors he objected to the application for the following reasons

- *Over shadowing in his garden*
- *Visible from all windows*
- *Visible to all neighbours*
- *Location nearer property than original building*
- *Original proposals replaced like for like*
- *Eyesore*
- *Impressive and obtrusive*
- *Noise of vehicles*
- *Border trees not a problem*
- *Building prevents enjoyment of garden*

Mr Johnson – Agent

Mr Johnson informed councillors of the following issues

- *Eve height incorrect in report*
- *Modest in size for an agricultural building*
- *Applicant had planted trees for screening*
- *Limited impact*
- *Border trees have more impact on shadowing*
- *Existing building on site prior to this building*
- *No defensible reason to refuse*

Resolved:

That the application be refused for the reasons set out in the Officer's report.

114

Application: 2008/0487/FUL

Location: 3 Thistle Close, Selby

Proposal: Erection of a two storey side extension

The Planning Officer informed councillors of objections received relating to the planned extension's effect on the outlook and amenity of the neighbourhood.

Mr Spooner – Applicant

Mr Spooner informed councillors of the following issues

- *Extension required for 6 inhabitants*
- *Family home*
- *Professional plans drawn up*
- *Revised plans reduced original design to 1 bedroom*
- *Advice taken from Planning officers*
- *In character with other extensions in area*
- *No building to edge of boundary*
- *Required through necessity*
- *Council's mission statement*

Resolved:

That the application be granted, subject to standard conditions and the Head of Service – Development Services be given delegated authority

Planning Committee
25 June 2008
and
Reconvened meeting 2 July 2008

to deal with issues arising following consultation with the Chair.

115

Application: 2007/1103/FUL

Location: Station Road, Riccall

Proposal: Erection of 56 residential dwellings and associated works following demolition of existing industrial units at 9 – 11 Station Road and land at former haulage/warehousing premises.

The Planning Officer updated councillors with details of the affordable housing scheme. A total of 14 units (34%) was proposed which was a shortfall of 2. The financial information was also submitted.

An improved pedestrian crossing was also proposed. The Planning Officer also confirmed that in terms of amenity impact, the 2 ½ storey buildings in the development were acceptable.

Councillor Mrs E Casling – Ward Member

Councillor Mrs E Casling informed councillors of the following issues

- *Welcomed the application*
- *The need to improve pedestrian crossing*
- *The apartment block should be redesigned as shown on original plans*

Councillor Mrs S Ryder left the meeting and took no part in the vote.

Mr Torrible – Agent

Mr Torrible informed councillors of the following issues

- *Lots of negotiations held with interested parties*
- *Public meeting held*
- *Existing warehouse in residential area*
- *Replacement scheme will be beneficial*
- *Affordable housing actually 20 units*
- *Policies complied with*
- *Financial contributions haven't been challenged*
- *Pedestrian crossing will be provided*
- *The apartment block accommodations moved at request of Officers to form 'barrier' towards the A19*

Discussions concerning possible changes in the contributions took place and Officers were requested to check policy to see if there were any

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25 June 2008
and
Reconvened meeting 2 July 2008

objections to this being removed.

Resolved:

That the application be granted, subject to an extra condition relating to the pedestrian crossing.

Councillor Mrs S Ryder returned to the meeting.

116

Councillor S Shaw-Wright left the meeting and took no part in the vote.

Application: 20080419/REM

Location: Biggin Lane Garage, Nanny Lane, Church Fenton

Proposal: Application for the approval of reserved matters (design, external appearance and landscaping) for the erection of 10 apartments.

Jonathan Lund – Strategic Director addressed members of the committee regarding emails concerning issues with the planning portal. The committee was assured that all statutory consultations had been carried out correctly. The portal was an extra facility provided and this application had not been prejudiced by the problems of the portal.

Councillor S Shaw-Wright returned to the meeting.

The Planning Officer outlined the proposal which sought approval of the reserved matters for the application.

Mr Roebuck – Objector

Mr Roebuck informed councillors he objected to the application for the following reasons

- *Previous application had been refused*
- *Application still has high storey buildings*
- *Massive visual impact*
- *Existing developments in village remain empty*
- *Noise concerns*
- *Insufficient parking spaces*
- *Detrimental affect on neighbours*
- *Not in character*

Mr Wharton – Parish Council

Mr Wharton informed councillors of the following issues

- *Requested deferment of application due to issues of the planning portal*
- *High stories*
- *No needs for apartments*
- *No off street parking*
- *Visitors parking inadequate*
- *Highways issues*
- *Drainage concerns*
- *Inappropriate development*

Mr Chapman – Agent

Mr Chapman informed councillors of the following issues

- *Outlined approval granted*
- *Footprint indicated the same*
- *Vehicle access in same place*
- *High storey buildings in corner of plot*
- *Landscaping of site*
- *Landscaping replaces hard-standing so flooding concerns reduced*
- *Refuse bins can be relocated away from neighbouring property*

Resolved:

That the application be granted, subject to an additional condition relating to the relocation of the refuse bins.

117

Councillors Mrs S Duckett and B Marshall left the meeting.

Application: 2008/0433/FUL

Location: Jubilee Cottage, Common Road, Barkston Ash

Proposal: Erection of a detached two bedroom annexe (being a resiting of the previous approved development)

The Planning Officer informed councillors of an amendment to condition 5 of the report in relation to the obscure glazing of the velux windows. Clarification of the definition of an annexe was given to councillors.

Resolved:

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That the application be granted, subject to the conditions in the officer's report.

118

Application: 2008/0043/FUL

Location: Hut Green Farmhouse, Selby Road, Eggborough

Proposal: Extensions and alterations to existing dwelling, including creation of new access onto Stuart Grove, following partial demolition of building. Erection of two dwellings with garages including new access onto Stuart Grove to plot

The Planning Officer informed councillors the application was within development limits of Eggborough and sought full permission for the erection of two dwellings and alterations to an existing dwelling.

Mr Boothe – Applicant

Mr Boothe informed councillors of the following issues

Inaccurate and unfounded statements from objectors

No overshadowing

Highways have no objections

Off road parking will be provided

Keep to disruption to minimum

Resolved:

That the application be granted, subject to the conditions in the officer's report.

119

Application: 2008/0147/ FUL

Location: Lavourick, Church Street, Church Fenton

Proposal: Erection of a detached two storey dwelling with integral garage and no.2 single storey detached dwellings with covered parking following demolition of existing dwelling.

The Planning Officer updated councillors with a statement from the agent and an email received from the Parish Council concerning newts to which Jonathan Lund – Strategic Director had responded directly the Parish Council.

The Planning Officer confirmed that the amended plans had been circulated and had been commented on.

Mr Peacock – Objector

Mr Peacock informed councillors he objected to the application for the following reasons

- *High number of objections*
- *Effect of development on neighbouring properties*
- *Parsons Pond – president set*
- *Discrepancies between agencies concerning newts*
- *Concerns of access onto site during construction*
- *Conditions for construction vehicles not practical*

Mr Wharton – Parish Council

Mr Wharton informed councillors of the following issues

- *Concerns over amended plans*
- *Comments not received*
- *Requested a site visit*
- *Natural England only consul tee not to express concern*
- *European Law*
- *Out of character*
- *Best Practice not done*
- *Insufficient information in report*
- *Density inappropriate*
- *Street scene concerns*
- *Inappropriate development*

It was proposed to defer this application to allow for a site visit to be conducted.

Councillor J Deans left the meeting and took no part in the vote.

Resolved:

That the application be deferred to allow for a site visit to take place and for clarification to be provided concerning ecological matters.

Councillor J Deans returned to the meeting

ADJOURNEMENT

120 **The meeting was adjourned until Wednesday 2 July 2008 at 2pm to allow for the completion of the agenda and a site visit to be held on Monday 30 June 2008 at Selby College, Abbots Road, Selby for application 2008/0351/MAJ.**

The meeting closed at 7.20 pm.

Minutes of the proceedings of the reconvened meeting of the Planning Committee held on 2 July 2008, in Committee Room 2, The Civic Centre, Portholme Road, and Selby, commencing at 2.00pm.

Present: Councillor J Mackman in the Chair

Councillors: J Cattanach, Mrs D Davies, J Deans, D Fagan, D Mackay, Mrs K McSherry (for I Chilvers), C Pearson, Mrs S Ryder, S Shaw-Wright and R Sweeting.

Officials: Head of Service – Development Services, Head of Service - Legal and Democratic Services, Acting Development Control Manager, Development Control Manager, Trainee Solicitor, Planning Officers, Committee Administrator.

Public: None

121 **Apologies for Absence and Notice of Substitution**

Apologies were received from Councillors I Chilvers, N Martin, K Ellis, W Inness, M Jordan and Mrs E Metcalfe.

Substitute Councillors were Mrs K McSherry for I Chilvers.

122 **Disclosure of Interest**

None

123 **Development Control Manager**

The Chair introduced Dylan Jones, the new Development Control Manager to councillors.

124

Application: 2008/0351/MAJ

Location: Selby College, Abbots Road, Selby

Proposal: Erection of three buildings with associated support building, parking and landscaping and demolition of existing general teaching, science and sports blocks.

Site Visit

The Planning Officer updated councillors on the report. Environmental Health confirmed that noise levels were acceptable and the Environment Agency had no objections, subject to the conditions in the report. Clarification of the new access via Staynor Hall development was discussed with confirmation that this had been agreed when the brief for the Staynor Hall development had been drawn up.

Resolved:

That the application be granted, subject to the conditions set out in the officer's report and

- **Subject to the hours stated in conditions 8 and 10 amended to include Public Holidays and;**
- **That wheel washing and boundary treatments be included in conditions**

125

Application: 2007/1327/FUL

Location: Cherry Tree Farm, Templar Close, Whitley

**Proposal: Resubmission of withdrawal 8/42/42F/PA (2007/0365/FUL)
Erection of stables, kennels, barn and shed following demolition of existing outbuildings.**

The Planning Officer had no update of the report

Resolved:

That the application be refused.

In accordance with Standing Order No. 5.27 (f) Councillor Mrs S Ryder asked to be recorded as voting to approve the application.

126

Application: 2008/0247/FUL
Location: 45 Leeds Road, Selby
Proposal: Two storey extension and single storey garden room following demolition of part of existing dwelling.

The Planning Officer had no update of the report.

Resolved:

That the application be granted, subject to the conditions in the officers report.

The meeting closed at 2.31pm.

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25 June 2008
and
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Selby District Council

Minutes of the proceedings of a meeting of the Economy Board held on 10 June 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5.00pm.

51	Minutes
52	Chair's Address to the Economy Board
53	Time and Commencement of Meetings
54	PI Report April 2007 – March 2008
55	Review of SPA's
56	Budget Monitoring Report – 4 th Quarter 2007/08
57	Sub National Review (SNR)
58	Leeds City Region

Present: Councillor C Lunn in the Chair

Councillors: J Deans, K Ellis, D Fagan, Mrs P Mackay, N Martin, I Nutt, R Sayner, R Sweeting.

Officials: Head of Service –Development Services, Head of Service – Finance and Central Services, Development Policy Manager and Committee Administrator.

Also in Attendance: Councillor M Crane

Public: 0

Press: 0

49 **Apologies for Absence and Substitution**

Apologies were received from Councillors Mrs C Goodall and J Thurlow.

50 **Disclosure of Interest**

None

51

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Economy Board held on 15 April 2008 be confirmed as a correct record and be signed by the Chair.

52

Chair's Address to the Economy Board

The Chair gave his address to councillors which covered the following issues:

- Positive feedback from English Heritage.
- Sainsbury's locating in the former Somerfield's Depot estimated 500 jobs.
- Post office South Milford reopened on 7 May.
- Sciantec Analytical Services creating 17 jobs in Cawood.

53

Time of Commencement of Meetings

The Chair referred to discussions at the last meeting of Council and sought the Board's views on the starting time of meetings.

Resolved:

That meetings of the Board continue to commence at 5pm.

54

PI April 2007 – March 2008

The Head of Service – Development Services presented a report which updated councillors on the progress which had been made in 2007/2008 and progress being made in 2008/09 for the corporate and statutory Best Value Performance Indicators (BVPIs) for which they were responsible.

Resolved:

That the report be noted .

55

Review of SPA's

The Head of Service – Development Services presented a report which sought approval for the Service Performance Agreements (SPA's) for 2008/09 for those services that were within the Economy Board remit. It was noted that SPA's for Development Services would be presented to the Board in September 2008 as the re-structure of the department had delayed these.

Councillors requested future reports include details of all local taxation indicators, LT1 through to LT5. The Head of Finance and Central Services confirmed that the key performance measures for 2008/09 regarding the percentage of Council Tax paying by Direct Debit would be reviewed.

Resolved:

The Service Performance Agreements be approved.

56

Budget Monitoring Report – 4th Quarter 2007/08

The Head of Service- Finance and Central Services presented councillors with details of major variations between budgeted and actual expenditure and income for the board.

Resolved:

- (i) Councillors endorse the actions of officers and note the contents of the report and**
- (ii) That the Policy and Resources Committee be recommended to approve the Carry Forward budgets as detailed in the report.**

57

Sub National Review (SNR)

The Development Policy Manager gave an overview of the consultation paper and presented the draft proposed responses for consideration.

Resolved:

- (i) That the report be noted and**
- (ii) A response be sent based on the draft response within the report indicating preference for the voluntary route.**

Leeds City Region

The Leader of the Council took questions from councillors concerning the role of Leeds City Region

The Chair thanked Councillor Crane for his attendance and for responding to questions raised by councillors.

The Development Policy Manager informed councillors that officers from Leeds City Region were still willing to attend any future meeting if members so wished it.

Resolved:

That the report be noted

The meeting closed at 5.54 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Environment Board held on 12 June 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

64	Minutes
65	Chair's Address to the Environment Board
66	Time of Commencement of Meetings
67	Service Performance Agreements (SPAs)
68	Environment Board – Performance Indicator Report: April 2007 – March 2008
69	Budget Management to 31 March 2008
70	Commercial Waste Recycling Strategy – Action Plan
71	Food and Health and Safety Service Plans
72	Review of Car Park Fees

Present: Councillor C Metcalfe in the Chair

Councillors: I Chilvers (*for I Nutt*), Mrs E Casling, Mrs D Davies (*for M Davis*), M Jordan, Mrs P Mackay, Mrs C Mackman, R Packham, A Pound and J Thurlow

Officials: Head of Service – Environmental Health and Leisure, Head of Service – Finance and Central Services, Principal Environmental Health Officer (Commercial), Principal Environmental Health Officer (Environmental Protection and Private Housing), Principal Environmental Services Officer and Committee Administrator.

Public: 0

Press: 0

62 **Apologies for Absence and Substitution**

Apologies were received from Councillor Ms M Davis, I Nutt and C Pearson.

Substitute Councillors were I Chilvers (*for I Nutt*), Mrs D Davies (*for M Davis*).

63 **Disclosure of Interest**

None.

64

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Environment Board held on 7 April 2008 be confirmed as a correct record and be signed by the Chair.

65

Chair's Address to the Environment Board

The Chair informed councillors of the following:

Eco Towns – Leeds City Region Meeting – 12 June 2008

The Chair attended the meeting on the Eco Towns and informed councillors that the Leeds City Region leaders had not supported any town proposed for the Leeds City Region.

The Leeds City Region leaders supported more housing in the region and felt that the Government should spend the money on more affordable homes within existing towns and cities.

Improved access to recycling services in 'hard to reach' areas

Selby District Council had successfully carried out a review of access to kerbside and communal recycling services in two areas across the District, Hillside Estate, Tadcaster and Dixon Gardens, Selby. Previously, these areas had proved to be challenging in terms of providing kerbside recycling boxes due to access difficulties and the layout of the properties, some of which were on upper levels.

Additional containers had been provided, both individual boxes and communal bins, tailored to the individual needs of the residents. Residents in both areas were consulted prior to distributing the boxes and bins and the feedback from residents had been very positive. During 2008/9 similar solutions to other 'hard to reach' areas will be explored.

National Food Safety Week - 9 - 13 June 2008 - Council and Schools Partnership for Food Safety Week

Selby District Council's Environmental Health Department was raising awareness of good food hygiene with local school children to mark national food safety week, which ran between 9 and 13 June 2008.

Members of the Environmental Health Department visited a number of schools in the area to talk about the '4 C's' of good food hygiene which were cooking, cleaning, chilling and cross-contamination, with the emphasis being on cross contamination prevention.

The school sessions were interactive and explained about the importance of protecting against cross contamination and how to ensure good general hygiene when preparing food. There was also a competition between all of the schools involved to design a poster to be used to promote good food hygiene in the home.

The 9 schools were:

Hirst Courtney Primary School.
Carlton in Snaith Primary School
Thorpe Willoughby Primary School
Barwick Parade Primary School
Camblesforth Primary School
Brotherton & Byram Primary School
St Mary's Catholic Primary School
Longman's Hill Primary School
Barlow C.E. Primary School

66

Time of Commencement of Meetings

The Chair referred to the discussions at the last meeting of Council concerning the starting times of Committees and Boards and sought councillors' views.

Resolved: That

Meetings of this Board continue to commence at 4:00 pm.

67

Service Performance Agreements (SPAs)

The Head of Service – Environmental Health and Leisure submitted a report with regard to the SPAs for 2008/09 for the services that were within the remit of the Environment Board.

SPAs enabled councillors to exercise control over services at strategic level by outlining the nature of the service, staff involved, budgets, improvements and performance indicators. The SPAs represented the agreed level of service provision within the allocated resources.

The services that fall within the remit of Environment Board were:

- Commercial Health Services
- Streetscene Services
- Environmental Protection and Public Health Services

Councillors raised various issues in relation to the SPAs and it was agreed that with the following amendments, the SPAs be approved:

- NI 182 the targets for all three years amended to 70%
- The amendments to NI 195 – This PI will be split into 2, one for detritus and one for litter and will be reported separately in that format to Environment board; and
- NI 182 the targets for all three years amended to 70%

Resolved: That

The Service Performance Agreements with the above amendments be approved.

68

**Environment Board – Performance Indicator Report:
April 2007 – March 2008**

The Head of Service – Environmental Health and Leisure updated councillors on the progress that had been made in 2008/09 on the corporate and statutory best value indicators for which the Board was responsible.

Councillors raised concern over the Streetscene figures in respect of detritus and litter. The Principal Environmental Health Services Officer informed councillors of the difference between detritus and litter and that these targets were now split.

Overall councillors were pleased with the performance indicators and felt that the residents of Selby District were receiving a good delivery of services.

Resolved:

That the report be noted.

69

Budget Management to 31 March 2008

The Head of Service – Environmental Health and Leisure presented councillors with details of major variances between budgeted and actual expenditure and income for the Environment Board for the 2007/08 financial year.

Resolved:

That Councillors endorse the actions of officers and note the contents of the report.

Recommendation to Policy and Resources Committee:

That the carry forward budgets as detailed in appendix C of the report be approved.

70

Commercial Waste Recycling Strategy – Action Plan

Councillors received the Action Plan of the Principal Environmental Services Officer to sit along side the Commercial Waste Recycling Strategy which was endorsed by Environment Board on 17 April 2008. The Action Plan set out the activities and timescales that would be carried out to achieve the aims of the Strategy.

The main aim of the Strategy Action plan was to encourage more businesses to take up the recycling services offered by Selby District Council and therefore reduce the amount of waste sent to landfill and reduce overall disposal costs.

Resolved: That

- (i) The Commercial Waste Recycling Strategy ‘Action Plan’ be endorsed;**
- (ii) A further report monitoring performance against the ‘Action Plan’ and the outcomes for the financial sustainability of the Service be brought back to the Board in November 2008.**

71

Food and Health and Safety Service Plans

The Principal Environment Health Officer (Commercial) submitted a report setting out the Food Safety and Health and Safety Plans for 2008/09.

Each Local Authority was required to develop both a Food Safety and Health and Safety Service Plan and the proposed plans for the authority were set out in appendices to the report.

The Principal Environmental Health Officer (Commercial) answered various questions from councillors in relation to premises inspections, revisits and food sampling.

The Chair thanked the Officer and his staff for all the hard work they had carried out in respect of the plans.

Resolved:

That the Service Plans for Food and Health and Safety 2008/09 be approved.

72

Review of Car Park Fees

Councillors received the report with regard to the current car park fees.

A review of fees in respect of the District Council's pay and display car park service had been undertaken in accordance with the current corporate fees and charges policy and following the Council's commitment to review car park fees bi-annually in accordance with the Car Park Strategy approved in July 2006.

An update on the Car Park Strategy reported to the Board in July 2007 concluded that the Strategy had been successful in ensuring use of car parks in accordance with the designation, as short and long stay, increasing the productivity of the car parks with regard to turnover of vehicles and increased income. The proposed revised fees provide a differential between long and short stay prices, continuing the successful policy adopted in 2006.

Councillors raised various concerns over the increase in charges and the use of the Civic Centre car park at weekends.

Recommendation to Policy and Resources Committee: That

- (i) The revised fees as set out in the report be implemented at all of the District Council's pay and display car parks; and**
- (ii) Fees be levied at all of the District Council's pay and display car parks between 8 am and 6 pm Monday to Saturday (inclusive).**

Resolved:

That a further report on the possibility of the Civic Centre car park being closed to the public on weekends be submitted to a future meeting.

The meeting closed at 5:20 pm.

Selby District Council

Minutes of the proceedings of a meeting of the Audit Panel held on Wednesday 16 April 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

847	Minutes
848	Annual Audit and Inspection Letter
849	Use of Resources Judgements
850	Internal Audit Plan 2008-09
851	Data Quality Review
852	Accounts and Audit Regulation
853	Private Session
854	Review of Corporate Risk Register and Action Plans

Present: Councillor E Casling (In the Chair)

Councillors: J Cattanach, M Crane and B Percival.

Officials: Chief Executive, Head of Service-Finance and Central Services, Mr M Kirkham (Audit Commission), Mr J Ingram (North Yorkshire Audit Partnership), Corporate Policy and Performance Officer and Democratic Services Officer

Public: 0

Press: 0

845 **Apologies for Absence**

Apologies were received from Councillors Mrs W Nichols and B Packham.

846 **Disclosure of Interest**

None received

847 **Minutes**

The Chief Executive referred to minute 618 and reported on risks associated with two tier workings. The need for authorities to work together had been accepted and whilst there was some risk involved it was less for Selby District Council than other Councils in the area

Resolved:

(i) That the minutes of the Audit Panel held on 16 January 2008 be confirmed as a correct record and be signed by the Chair and

(ii) That the Chief Executive's report be noted.

848

Annual Audit and Inspection Letter

Councillors received the report of the Audit Manager – Audit Commission concerning the Audit Commission's annual audit and inspection letter for 2006/07.

57% of the Council's Best Value Performance Indicators had improved during 2006/07 and the overall rate of improvement was in line with the national average.

The Council was advised to instigate further capacity building initiatives and to develop the existing risk management capacity. Comment was also made on the need to ensure that the future configuration of Leisure Services was consistent with overall strategic objectives.

Resolved:

That the letter be received.

849

Use of Resources Judgement

The Audit Manager – Audit Commission submitted the use of resources assessment which evaluated how well the council managed and used its resources. The assessment was made up of five themes and judgements had been made for each of them.

The key findings and conclusions for each of the themes were set out in the report. The Council's score for its financial standing had increased from 2 to 3 indicating that it was now performing well.

Overall the council's performance demonstrated that it was committed to improving its arrangements to secure effective use of resources. There had been developments in some areas during 2007/08 which could further strengthen arrangements and embed them further.

Resolved:

That the report be noted.

850

Internal Audit Plan 2008-09

Councillors received the report of the Head of Service – Finance and Central Services setting out details of the Audit Plan for 2008/09. Following discussions with Heads of Service and the Council's external auditors, the plan had been agreed between the Head of Service – Finance and Central Services and the Audit partnership.

Progress would be reviewed and reported to the Audit Panel on a regular basis.

Resolved:

That the Internal Audit Plan 2008-09 be approved.

851

Data Quality Review

The Corporate Policy and Performance Manager submitted a report updating councillors on the establishment of a corporate policy for data quality and progress on the action plan set out in the Audit Commission's report of October 2007.

Resolved:

That the report be approved.

852

Accounts and Audit Regulations

The Head of Service – Finance and Central Services submitted a report setting out the annual review of the effectiveness of the system of internal audit from the North Yorkshire Audit Partnership. The Council was required, by Regulation 6 of the Accounts and Audit Regulations 2003, to review its systems of internal control and to provide an adequate and effective internal audit function.

The Council had undertaken a self assessment during 2007/08 which had identified two areas where improvements could be made. Action had been taken to ensure that the issues were addressed.

The report stated that the Council was meeting the criteria for an effective system of internal audit.

Councillors expressed disappointment at the level of response from officers to the survey forms issued by the Audit Partnership.

Resolved:

That the report be noted

853

Private Session

That in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during consideration of the following items as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12A to the Act.

854

Review of Corporate Risk Register and Action Plans

The Head of Service – Finance and Central Services presented councillors with the latest Corporate Risk Register and Action Plans.

The management of Corporate Risks continued to run well, with the original register having been reviewed bi-annually by the Organisational Management Team (previously by Directors) since inception in March 2003 and Risk Management Plans developed in all cases where risks were considered to be outside tolerance levels.

Resolved:

- (i) That the report be noted,**
- (ii) That the Head of Service – Finance and Central Services be requested to submit a report to a future meeting regarding one of the 11 risks which receives active management, the selection of the risk to be done in conjunction with the Chair of the Panel and**
- (iii) That a report on the procurement process be submitted to the next meeting.**

The meeting closed at 4.5.0 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Policy and Resources Committee held on 24 June 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

85	Minutes
86	Time of Meetings
87	Chair's Address to the Policy and Resources Committee
88	2007/08 Best Value Performance Indicators Report
89	Policy and Resources Committee 2008/09 Performance Indicators: April 2008
90	Budget Management to 31 March 2008
91	General Fund Revenue Budget Monitoring Outturn 2007/08
92	General Fund Capital Programme Outturn 2007/08
93	Statement of Accounts 2007/08
94	Referral from Other Committees and Boards
95	Planning Operational Review

Present: Councillor M Crane in the Chair

Councillors: Mrs E Casling, D Fagan (*for Mrs G Ivey*), M Jordan (*for B Percival*), C Lunn, J Mackman, C Metcalfe, R Packham, R Sayner and S Shaw-Wright.

Officials: Chief Executive, Strategic Director – S Martin, Strategic Director – J Lund, Head of Service – Finance and Central Services, Head of Service – Policy and Performance, Accountancy Services Manager, Democratic Services Officer and Committee Administrator.

Press: 0

Public: 0

83 **Apologies for Absence and Notice of Substitution**

Apologies were received from Councillors Mrs G Ivey, Mrs M Nichols and B Percival.

Substitute councillors were D Fagan (*for Mrs G Ivey*) and M Jordan (*for B Percival*).

84 **Disclosures of Interest**

None.

85

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Policy and Resources Committee held on 13 May 2008 be confirmed as a correct record and be signed by the Chair.

86

Time of Meetings

The Chair referred to discussions at the last meeting of Council and sought the Committee's views on the starting time of meetings.

Resolved:

That meetings of the Committee continue to commence at 4:00 pm.

87

Chair's Address to the Policy and Resources Committee

The Chair reported on correspondence he had received regarding the Council's decision not to provide concerts in Selby Park during 2008/09. In view of the public reaction to the decision he proposed that a reduced programme of concerts be provided at a cost not exceeding £2,500.

Resolved:

That a reduced programme of concerts be provided in Selby Park at a cost not exceeding £2,500 to be met from existing budgets.

88

2007/08 Best Value Performance Indicators

The Head of Service – Policy and Performance sought approval for the 2007/08 Best Value Performance Indicator report.

The Department for Communities and Local Government had introduced a revised reporting process for the 2007/08 Best Value Performance Indicators. The Council's Annual Delivery Plan fulfilled the statutory responsibility for reporting back on Best Value PIs.

Resolved:

That the report be approved.

89

Policy and Resources Committee 2008/09 Performance Indicator Report: April 2008

The Head of Service – Policy and Performance updated councillors on the progress that had been made in 2008/09 for the corporate and statutory National Indicators for which the Committee were responsible.

Councillors discussed in detail the handling of telephone calls through Access Selby.

Resolved: That

- (i) The report be noted;**
- (ii) Monitoring reports on the handling of telephone calls at Access Selby be submitted to future meetings of the Policy and Resources Committee.**

90

Budget Management to 31 March 2008

The Head of Service – Finance and Central Services presented councillors with the major variations between budgeted and actual expenditure and income for the Committee for the 2007/08 financial year.

Resolved:

- (i) That the report be noted and;**
- (ii) The carry forward budgets outlined in the report and listed in Appendix C be approved.**

91

General Fund Revenue Budget Monitoring Outturn 2007/08

The Head of Service – Finance and Central Services submitted a report setting out details of the outturn position of the General Fund for 2008/08.

Approval was requested to proposals to make contributions to specific reserves.

Resolved: That

- (i) The outturn position on the Council's General Fund for 2007/08 be noted;**
- (ii) The £609,900 General Fund Revenue Budget carry forward requests set out in Appendix A be approved;**
- (iii) The £19,105 General Fund Revenue Funded Capital Budget carry forward requests set out in Appendix A be approved;**
- (iv) That the action of the Head of Service – Finance and Central Services in contributing funds to the following reserves be endorsed:**
 - (a) Contingency reserve £100,000;**
 - (b) Planning Enquiry reserve £18,281;**
 - (c) Special Projects reserve £19,747;**
 - (d) Building Repair reserve £786,000.**

92

General Fund Capital Programme Outturn 2007/08

The Head of Service – Finance and Central Services informed councillors of the position of the Council's General Fund Capital Projects at the end of 2007/08.

Councillors discussed the situation regarding the maintenance of the Civic Centre and the need to ensure that the building complies with Health and Safety Regulations.

Resolved:

- (i) That the final outturn position on the General Fund Capital Programme for 2007/08 be noted;**
- (ii) The monitoring of the projects be endorsed;**
- (iii) The use of £17,463 of resource revenues to temporarily fund the Customer Contact Centre in lieu of capital receipt be approved;**
- (iv) The capital programme carry forwards of £348,350 from 2007/08 to 2008/09 be approved; and**
- (v) That a report detailing necessary maintenance work at the Civic Centre be submitted to a future meeting of the Committee.**

Statement of Accounts 2007/08

The Head of Service - Finance and Central Services sought approval of the Council's financial accounts for the financial year 2007/08.

The accounts had been discussed and approved by the Audit Panel at its meeting on 16 June 2008. It was a statutory requirement that the Statement had to be approved by the Policy and Resources Committee by 30 June 2008.

The Head of Service updated councillors on the changes to the Statement, which had been done as a result of comments made by the Audit Panel.

Resolved: That

- (i) The Council's Statement of Accounts 2007/08 be approved; and**
- (ii) The Head of Service – Finance and Central Services be authorised to make amendments to the Accounts in the light of any variances which may arise following the settlement of a legal issue with one of the Council's Contractors.**

Referrals from Other Committees and Boards

Councillors considered the referrals below as follows:

- (a) Economy Board – 10 June 2008

Minute 56 - Budget Monitoring Report – 4th Quarter 2007/08

Councillors were asked to endorse the action of officers and note the contents of the report and recommend the carry forward budgets as detailed in the report.

Resolved: That

- (i) The actions of officers and the contents of the report be endorsed; and**
- (ii) The carry forward budgets be approved.**

(b) Audit Panel – 16 June 2008

Minute 80 – Annual Governance Statement 2007/08

Councillors were asked to approve the Annual Governance Statement for 2007/08.

The Statement had been discussed in detail and amended by the Audit Panel and referred to this Committee for approval.

Councillors discussed the issues raised in the report, and it was

Resolved:

That the Annual Governance Statement for 2007/08 be approved.

95

Planning Operational Review

Councillors received the report of the Chief Executive with regard to consideration of changes within the planning function.

Improvement in the District Council's Planning Service had been self evident in recent months and this improvement was being sustained by the new structures that were now implemented. The report outlined measures designed to take the improvements further and reduce the Council's risk of further costly legal challenges.

Resolved:

- (i) The report be noted;**
- (ii) That the recommendations regarding legal advice be approved and the contingency reserve be increased to £150,000 to cover possible additional legal costs;**
- (iii) The changes to the planning operations be approved; and**
- (iv) The changes to the Planning Committee be approved.**

The meeting closed at 5:44 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Policy and Resources Committee held on 15 July 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

162	Minutes
163	Chair's Address to the Policy and Resources Committee
164	Civic Centre – Planned Maintenance Works
165	Policy and Resources Committee 2008/2009 Performance Indicator Report: April 2008 – May 2008
166	Corporate Plan 2008 to 2011
167	Statement of Accounts 2007/08 – Amendments
168	Treasury Management Annual Report
169	Efficiency and Savings Strategy
170	Local Development Framework Task and Finish Group
171	Referrals from Other Boards and Committees
172	Private Session
173	Referral from Social Board

Present: Councillor M Crane in the Chair

Councillors: Mrs E Casling, I Chilvers (*for J Mackman*), C Lunn, D Mackay (*for Mrs G Ivey*), C Metcalfe, R Packham, B Percival, R Sayner and S Shaw-Wright.

Officials: Chief Executive, Strategic Director – J Lund, Strategic Director – S Martin, Head of Service – Finance and Central Services, Corporate Policy and Performance Officer, Principal Environmental Health Officer, Communications Manager and Democratic Services Officer.

Press: 0

Public: 1

160 **Apologies for Absence and Notice of Substitution**

Apologies were received from Mrs G Ivey, J Mackman and Mrs W Nichols.

Substitute councillors were I Chilvers (*for J Mackman*) and D Mackay (*for Mrs G Ivey*).

161 **Disclosures of Interest**

None.

162 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Policy and Resources Committee held on 24 June 2008 be confirmed as a correct record and be signed by the Chair.

163 **Chair's Address to the Policy and Resources Committee**

The councillors of the Committee passed on their sympathy and best wishes to Cllr Mrs W Nichols on her recent bereavement.

The Chair referred to discussions at the Council meeting held on 3 June 2008 and updated councillors on proposals to mark the official handover of the Olympic Flag to the London 2012 organising committee.

It was intended that both Selby and Tadcaster Leisure Centres would hold Special Events in conjunction with the Town Councils and that admission to the Centres would be free for one day.

It was hoped that Olympic hopefuls living in Selby District would participate in any commemorative events.

164 **Civic Centre – Planned Maintenance Works**

Councillors received the report of the Head of Housing with regard to the commissioned condition and fire risk surveys of the Civic Centre. The report outlined the proposed actions that had been identified as a result of the surveys and additional investigations and sought approval to fund the cost of the works.

Resolved: That

- (i) the supplementary estimate of £379,010 to be funded from the buildings repair reserve be approved;**
- (ii) the remaining £406,900 savings set aside in the buildings reserve be 'ring fenced' for potential future repairs to the Civic Centre be approved; and**
- (iii) expenditure on the works be undertaken after consultation with the Chair and Vice-Chairman of the Policy and Resources Committee.**

165

Policy and Resources Committee 2008/2009 Performance Indicator Report: April 2008 – May 2008

The Head of Service – Policy and Performance updated councillors on the progress that had been made in 2008/09 for the corporate and statutory National Indicators for which the Committee were responsible.

Councillors discussed in detail the figures relating to Access Selby in particular the average time taken to answer telephone calls.

Resolved: That

- (i) that the report be noted;**
- (ii) a report be submitted to the next meeting of Policy and Resources Committee regarding the position at Access Selby.**

166

Corporate Plan 2008 to 2011

Councillors received the report of the Head of Service – Policy and Performance, which is an update of the existing Corporate Plan, and would replace the 2007 to 2010 Corporate Plan.

The strategic themes remain the same, reflecting the key aspects of the Ten Year Vision, putting them in the context of a three-year strategic direction for the Council. The priorities for 2008/09 previously agreed, are also detailed in the Plan and replace the 2007/08 priorities in the existing Plan.

Resolved:

That the Corporate Plan 2008 to 2011 be approved.

167

Statement of Accounts 2007/08 – Amendments

Councillors received the report of the Head of Service – Finance and Central Services, who summarised the presentational amendments to the Statement of Accounts, which were approved at the meeting of Policy and Resources Committee on 24 June 2008.

Resolved:

That the amendments to the 2007/2008 Statement of Accounts be approved.

168 **Treasury Management Annual Report**

Councillors received the report of the Head of Service – Finance and Central Services informing them of the treasury management function for the year ended 31 March 2008.

Resolved:

That the 2007/08 Treasury Management Annual Report be approved.

169 **Efficiency and Savings Strategy**

The Head of Service – Finance and Central Services presented councillors with an update on the strategic project “achieving a balanced and sustainable budget” and requested approval for an outline efficiency and savings strategy for 2008/09 to 2010/11.

The report showed that the future savings required to bridge the Council’s medium base budget deficit currently stand at £1.893m, which is in excess of the cash releasing efficiencies required under the Comprehensive Spending Review 2007 (£1.635m by 2010/11).

Resolved: That

- (i) **the progress made on achieving the approved savings to date be noted;**
- (ii) **the outline efficiency and savings strategy set out at Appendix B be approved.**

170 **Local Development Framework Task and Finish Group**

Councillors received the Minutes of the Local Development Framework Task and Finish Group held on 4 July 2008.

Resolved:

That the recommendations set out in the Minutes be approved and adopted.

171 **Referrals from Other Boards and Committees**

Councillors considered the referrals below as follows:

- (a) Environment Board – 12 June 2008

Minute 72 – Review of Car Park Fees

Councillors were asked to approve the proposed revised fees.

- (i) The revised fees as set out in the report be implemented at all of the District Council's pay and display car parks; and
- (ii) Fees be levied at all of the District Council's pay and display car parks between 8 am and 6 pm Monday to Saturday (inclusive).

This item was the subject of "Call In" and was discussed at the Overview and Scrutiny Committee on 26 June 2008 and they made the following recommendation to Council.

This Committee does not believe that extending the car parking charges to cover beyond 1:00 pm on Saturday afternoons is in the best interests of residents or business in the Town. The Committee believe this to be a retrograde step in generating the local economy.

Recommended to Council:

That the recommendation of the Environment Board be approved.

- (b) Social Board – 8 July 2008

Minute 153 - Sub Regional Choice Based Lettings

Councillors were asked to approve a supplementary estimate of £38,000 from the Housing Revenue Account special projects reserve for 2008/09 for the contribution to the establishment of the Choice Based Letting Scheme.

Resolved:

That the supplementary estimate of £38,000 be approved.

Minute 156 – General Fund Budget Monitoring to 31 March 2008

Councillors were asked to carry forward budgets outlined in the report and listed in Appendix C to be approved.

Resolved:

That approval be given to the carry forward budgets.

172

Private Session

That in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during consideration of the following items as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12A to the Act.

173

Referral from Social Board

Social Board – 8 July 2008

Air Conditioning – Abbey Leisure Centre

Councillors were asked to agree a supplementary estimate to provide fit for purpose air conditioning to the first floor fitness and cafeteria area at Abbey Leisure Centre.

Resolved: That

- (i) a supplementary estimate of £39,850 to provide air conditioning at Abbey Leisure Centre be approved; and**
- (ii) that confirmation of compliance with the necessary procurement procedures is required from the Strategic Director – J Lund and the Head of Service – Finance and Central Services after consultation with the Chair of the Policy and Resources Committee.**

The meeting closed at 5:34 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Overview and Scrutiny Committee held on 26 June 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5:00 pm.

129	Minutes
130	Chair's Address to the Overview and Scrutiny Committee, Work Programme and Draft Memorandum of Understanding
131	Time of Commencement of Meetings
132	Partnership Meeting with Inspector D Pegg from North Yorkshire Police
133	State of the Area Address
134	Call-In – Review of Car Park Fees
135	Overview and Scrutiny Committee 2007/2008 Performance Indicator Report: April 2007 – March 2008
136	Questions to the Chief Executive

Present: Councillor J McCartney in the Chair

Councillors: J Cattanach, Mrs S Duckett, Mrs J Dyson, Mrs M Hulme, W Inness, B Marshall, Mrs K McSherry, Mrs S Ryder, Mrs A Spetch and Mrs D White

Officials: Chief Executive, Head of Service – Policy and Performance and Committee Administrator

Also in Attendance: Councillor M Crane – For Minute 129

Observer: Audit Commission: Mr D Morton

Public: 0

Press: 0

127 **Apologies for Absence**

There were no apologies for the meeting.

128 **Disclosure of Interest**

None.

129

Minutes

RESOLVED:

That the minutes of the proceedings of the meeting of the Overview and Scrutiny Committee held on 8 May 2008 be confirmed as a correct record and be signed by the Chair.

130

Chair's Address to the Overview and Scrutiny Committee, Work Programme and Draft Memorandum of Understanding

The Chair updated councillors on the following:

Work Programme

That the Food Safety and Health and Safety Service Plans had been added to the programme and if any councillors wished the committee to look into any other Service Plans could they please inform either the Chair or the Committee Administrator.

Allotments

The Chair brought up the issue of looking at allotments in Selby District and it was agreed that more information be collated and that contact be made with the Legal Section with regard to Compulsory Purchase Orders for land which could be used for allotments.

Councillors were in favour of this being undertaken as some councillors had already been approached by residents within their parish about having an allotment or being put on the waiting list for one.

Resolved: That

- (i) Research is carried out into finding out how many allotments are in Selby District, where they are, who runs them and how a Parish would go about providing allotments;**
- (ii) The Legal Section is approached with regard to Compulsory Purchase Orders.**

Draft Memorandum of Understanding with regard to Local Area Agreements (LAAs)

The Head of Service – Policy and Performance informed the Committee that she had looked at the Draft Memorandum of Understanding and it was felt that in principle we would wish to collaborate with North Yorkshire but would need to clarify the following:

- Were there any resource implications, for example who would be going to develop the protocols referred to in the draft;
- Who would be going to co-ordinate collaboration;
- Value for money would be something that all involved would be seeking to achieve and what opportunities would there be for efficiencies;
- It would also need to be clear that any collaboration would not undermine sovereignty of any individual organisation.

The Chief Executive confirmed that the same document was being considered by all authorities in North Yorkshire.

Resolved:

That the memorandum of understanding to collaborate in relation to Overview and Scrutiny with particular emphasis on the Scrutiny of the Local Area Agreement, be adopted.

131

Time of Commencement of Meetings

The Chair referred to discussions at the last meeting of Council and sought the Committee's views on the starting time of meetings.

Resolved:

That meeting of the Committee continue to commence at 5:00 pm.

132

Partnership Meeting with Inspector D Pegg from North Yorkshire Police

The Chair introduced Inspector Pegg to the Committee.

Councillors asked a number of issues and questions which included:

- Withdrawing officers from neighbourhood policing to larger events being held in York e.g. races in respect of crowd control
- Dispersal Zone in Barlby
- Use of mobile phones whilst driving
- Speeding
- Anonymous Post Boxes situated in various locations (for residents to report any nuisance/crime etc)
- Shop Watch Scheme
- Night Marshall's

Inspector Pegg also updated Councillors on a number of initiatives that had taken place or were being pursued, which included the following:

- An operation held in Selby over a 4 month period which involved numerous other organisations on the crackdown of drug dealing;
- The use of PCSO's on a number of occasions;
- Community Speed Watch;
- Pro Laser Guns that were to be used and Police Officers in Selby District were being trained on their use.

Councillors thanked Inspector Pegg for his attendance at the meeting.

RESOLVED:

That Inspector Pegg be thanked for his attendance.

133

State of the Area Address

The Leader of Selby District Council, Councillor Mark Crane, responded to questions from councillors concerning the State of the Area Address for 2008/09.

The questions covered the following issues:

- CIPs/JAGs and Community Management Boards
- Cleanliness of streets/communities
- Greenhouses gases and what energy saving procedures would be put in place when the new hospital and civic centre were built
- Clean, green, healthy environment, Selby-York Cycle Path

Resolved:

That the Leader be thanked for his attendance and for responding to councillors' questions.

134

Call-In – Review of Car Parks in accordance with Section 6.16 of the Constitution

At a meeting of the Environment Board on 12 June 2008 a decision had been made to recommend to Policy and Resources Committee:

That fees be levied at all of the District Council's pay and display car parks between 8:00 am and 6:00 pm Monday to Saturday (inclusive).

That decision had been “called in”, under paragraph 6.16 of the Constitution, by the Overview and Scrutiny Committee at the request of Councillors J McCartney (Chair), Mrs S Duckett, B Marshall, N Martin and Mrs M McCartney.

The Principal Environmental Health Officer (Commercial) presented the report, which had originally been submitted to the Environment Board on the Review of Car Parks and welcomed questions from councillors.

Councillors advised that they believed that by extending the time from 1:00 pm to 6:00 pm on Saturdays would not generate much more income, would exacerbate off street parking and would be detrimental to local traders.

Recommendation to Council:

This Committee does not believe that extending the car parking charges to cover beyond 1.00 pm on Saturday afternoons is in the best interests of residents or businesses in the Town. The Committee believe this to be a retrograde step in re-generating the local economy.

135

Overview and Scrutiny Committee 2007/2008 Performance Indicator Report: April 2007 – March 2008

Councillors received the report of the Head of Service – Policy and Performance on priority areas and managing the performance of the Council, which updated the Overview and Scrutiny Committee on the progress that had been made in 2007/2008 on the corporate and statutory Best Value Performance Indicators (BVPIs).

The Chief Executive informed councillors that this was a very positive report and that staff were working very hard and had sustained a good level of performance.

The Chair asked that this comment be fed back to all staff through the Chief Executive.

Resolved:

That the report is noted and feedback be given to all staff through the Chief Executive.

Questions to the Chief Executive

The Chief Executive responded to councillors questions in respect of the following issue:

Staff in the Planning Section

The Chief Executive informed councillors that he hoped that the Planning Section would be fully staffed by the end of 2008. The new structure was now in place and the salary levels for qualified staff were now competitive and in some cases above the average.

The meeting closed at 7:17 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Licensing Committee held on 7 July 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 10:00 am.

139	Minutes
140	Procedure
141	Chair's Address to the Licensing Committee
142	Private Session
143	Application for a Hackney Carriage Licence

Present: Councillor R Sayner in the Chair

Councillors: Mrs D Davies, Mrs J Dyson, Mrs S Duckett, Mrs K McSherry, C Pearson, Mrs S Ryder, Mrs A Spetch and Mrs D White.

Officials: Solicitor, Licensing Enforcement Officer and Committee Administrator.

Observers: Miss S Moulton (Work Experience Student)

Public: 0

Press: 0

137 **Apologies for Absence and Substitution**

No apologies were received.

138 **Disclosure of Interest**

None.

139 **Minutes**

Resolved:

That the minutes of the proceedings of the meetings of the Licensing Committee held on 14 April 2008 and 12 May 2008 be confirmed as a correct record and be signed by the Chair.

140 **Procedure**

The Procedure was noted.

141 **Chair's Address to the Licensing Committee**

The Chair informed the Councillors that further training would be made available to the Committee later this year.

It was agreed that the Licensing Enforcement Officer would contact relevant trainers to find a comprehensive package suitable for Councillors and would look for the training to be held in September or October 2008.

142 **Private Session**

That in accordance with Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, as there will be disclosure of exempt information as defined in paragraph 3 of Part 1 of Section 12A of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006.

143 **Application for a Hackney Carriage Licence**

Councillors received the report of the Licensing Enforcement Officer for the grant of a Hackney Carriage Licence for a Vauxhall Vectra, a vehicle not fully accessible to the disabled.

The Licensing Enforcement Officer informed Councillors that the applicant had not turned up for the hearing and it was unanimously agreed that the case be deferred until the next Licensing Committee which would be held on 4 August 2008.

Resolved:

That this application be deferred until 4 August 2008.

The meeting closed at 10:15 am.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Social Board held on 8 July 2008 in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5.00pm.

146	Minutes
147	Chair's Address to the Social Board
148	Draft Children and Young People's Plan 2008 – 2011
149	Social Board 2007/08 Performance Indicator Report: April 2007 – March 2008 and 2008/09 Performance Indicator Report: April 2008 – May 2008.
150	Service Performance Agreements (SPA's)
151	North Yorkshire Homelessness Strategy 2008 – 2013
152	Homelessness Priority Needs Order Grant 2008 – 09 and 2009 – 2010
153	Sub – Regional Choice Based Lettings Scheme
154	The Council's Decent Homes Programme
155	Housing Investment Programme – Outturn 2007/08 and Update 2008/09
156	General Fund – Budget Monitoring to 31 March 2008
157	Housing Revenue Account – Budget Management to 31 March 2008
158	Private Session
159	Air Conditioning – Abbey Leisure Centre

Present: Councillor Mrs G Ivey in the Chair

Councillors: I Chilvers, Mrs C Goodall, M Jordan (*for Mrs C Mackman*), D Mackay, Mrs E Metcalfe, C Pearson (*for K Ellis*) and A Pound.

Officials: Jonathan Lund – Strategic Director, Head of Service – Housing, Head of Service – Policy and Performance, Head of Service – Finance and Central Services, Leisure Services Manager, Interim Property Services Manager, and Committee Administrator.

Also in Attendance: Mr P Furminger – Tenant Representative
Mr D O'Brien – Head of Performance, North Yorkshire Council

Observers: David Maycroft – Property Services Manager

Public: 0

Press: 0

144 **Apologies for Absence and Substitution**

Apologies were received from Councillors K Ellis, Mrs C Mackman, Mrs M McCartney and Mrs M Davis.

Substitute Members were Councillors C Pearson (*for K Ellis*) and M Jordan (*for Mrs C Mackman*).

145 **Disclosures of Interest**

None

146 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Social Board held on 22 April 2008 be confirmed as a correct record and be signed by the Chair.

147 **Chair's Address to the Social Board**

The members of the Board, through the Chair, passed on their condolences to Cllr Mrs W Nichols on her recent bereavement.

The Chair addressed the Board on the following issues:

- Preparations for events to mark the official Olympic Flag handover.
- A revised timetable to the procurement of a leisure services partner in time for a contract start in April 2009.
- Selby Nightstop non-operational, proposals to develop service via York Nightstop.
- Community Safety Audit – final judgement has yet to be made but verbal feedback positive. Thanks to work of Officers, especially Drew Fussey, Tina Orme, Pru Jones, Mel Hambrecht and Heather Watts. Expect first draft late July.
- Performance of the Community Safety Partnership - Target for delivery of the three year Community Safety Strategy set by British Crime Survey comparator to reduce overall crime by 16.5% between 2005 and 2008 had been surpassed and crime reduced by 29.5%. The partnership had been sent a letter of thanks from Government Office for Yorkshire and Humber.

- Thanks and best wishes to Chris Furlong – Interim Property Services Manager and welcome to Dave Maycroft.

148

Draft Children and Young People's Plan 2008 – 2011

The Head of Service – Policy and Performance informed councillors of the consultations that had taken place on priorities for services for children and young people in Selby district and across North Yorkshire.

The Head of Service –Policy and Performance introduced Mr David O'Brien – Head of Performance and Outcomes, North Yorkshire County Council who presented the Draft Children and Young People's Strategic Partnership to councillors for their consideration.

Following a questions and answers session it was confirmed that there was no further financial implications for Selby District Council, as any actions would be achieved from existing budgets. If required future reports would be brought back to the Board for consideration.

The Chair thanked Mr O'Brien for his informative presentation

Resolved:

That the first draft Children and Young People's Plan 2008 – 11 be adopted subject to final amendments being made in consultation with the Chair.

149

Social Board 2007/08 Performance Indicator Report: April 2007 – March 2008 and 2008/2009 Performance Indicator Report: April 2008 – May 2008.

The Head of Service – Policy and Performance informed councillors of the priority areas and management of performance of the Council and the progress that had been made in 2007/08 for the corporate and statutory Best Value Performance Indicators and was being made in 2008/09 for the new National Indicators for which they were responsible.

Tables detailing acronyms and Social Board Performance Indicators for 2008/09 were distributed to councillors.

The Head of Service – Policy and Performance would report back regarding indicator TLC9 at the next meeting of the Board.

Resolved:

That the report be noted.

150 **Service Performance Agreements (SPAs)**

The Head of Service – Policy and Performance sought approval from councillors for the Service Performance Agreements for 2008/09 for those services that were within the Social Board remit.

Resolved:

That the Service Performance Agreements be approved

151 **North Yorkshire Homelessness Strategy 2008 – 2013**

The Head of Service – Housing sought approval from councillors for the approval of the North Yorkshire Homelessness Strategy 2008 – 2013.

Resolved:

That the North Yorkshire Homelessness Strategy 2008 – 2013 be approved

152 **Homelessness Priority Need Order Grant 2008 – 2009 and 2009 – 2010**

The Head of Service – Housing informed councillors of a request from Daisy Chain for a contribution to Homelessness prevention work. A part of the Homelessness Priority Need Order grant 2008/09 and 2009/10 would be used.

Resolved:

That a bid for £22,850 to support services of Daisy Chain towards homelessness prevention be approved.

153

Sub Regional Choice Based Lettings Scheme

The Head of Service – Housing presented a report and gave a presentation on the sub-regional Choice Based Letting scheme and sought agreement to join the sub-regional Choice Based Letting Scheme.

Resolved:

That Selby District Council's Housing Services join the sub-Regional Based Choice Letting Scheme now and;

Recommended to Policy and Resources Committee:

That approval be given to a supplementary estimate of £38,000 from the Housing Revenue Account special projects reserve for 2008/09 for the contribution to the establishment of the Choice Based Letting Scheme.

154

The Council's Decent Homes Programme

The Interim Property Services Manager updated councillors on the delivery of the Decent Homes Programme.

Resolved:

- (i) That the report be noted**
- (ii) That the Board thank Chris Furlong for his work on behalf of the Council in the interim role and wished him well in the future.**

155

Housing Investment Programme – Outturn 2007/08 and Update 2008/09

The Head of Service – Housing informed councillors of the outturn of the Housing Investment Programme for 2007/08 and update of the 2008/09 programme.

Resolved:

- (i) That the report be noted**
- (ii) A carry forward of £29,980 to complete schemes commenced in 2007/08 be approved and;**
- (iii) A revised programme of £5,498,290 for 2008/09 for the revised programme be approved and;**

(iv) The issues in respect of capital receipts be noted.

156

General Fund – Budget Monitoring to 31 March 2008

The Head of Service – Housing informed councillors of the major variations between budgeted and actual expenditure and income for the Board for the 207/08 financial year to March 2008.

Resolved:

That the report be noted and;

Recommended to Policy and Resources Committee:

That the carry forward budgets outlined in the report and listed in Appendix C be approved

157

Housing Revenue Account – Budget Management to 31 March 2008

The Head of Service – Housing informed councillors of the major variations between budgeted and actual expenditure and income for the Housing Revenue Account for the 2007/08 financial year to 31 March 2008.

Resolved:

That the report be noted and;

The carry forward budget outlined in the report and listed in Appendix C be approved.

Mr Furminger left the meeting.

158

Private Session

That in accordance with Section 100(A)(4) of the Local Government Act 1972 in view of the nature of the business to be transacted the meeting be not open to the Press and public during discussion of the following items as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12A to the Act.

159

Air Conditioning – Abbey Leisure Centre

The Board was requested to approve a supplementary estimate to repair the air conditioning in the fitness suite and cafeteria at Abbey Leisure Centre.

Resolved:

That councillors agreed a supplementary estimate of £39,850 to provide fit for purpose air conditioning to the 1st floor fitness and cafeteria area at Selby Leisure Centre and;

Recommended to Policy and Resources Committee:

That approval be given to a supplementary estimate of £39,850.

The meeting closed at 7.13pm.

**TOWN CENTRE WORKING GROUP
10 July 2008 at 10.00am in Committee Room 3**

Present:

Councillor M Crane	Chair
Councilor Ms M Davis	
Councillor D Fagan	
Councillor B Percival	
Councillor I Chilvers	
J Lund	Strategic Director
P Burns	Legal and Democratic Services
C Baker	Committee Administrator

Councillor M Crane the chair

1 Apologies for Absence

Apologies were received from Mr Connor and S Martin.

2 Minutes

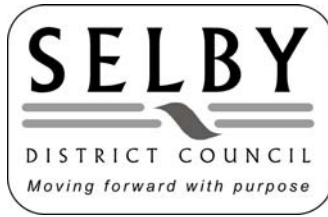
The minutes of the meeting of the Town Centre Working Group held on 15 May 2008 were confirmed as a correct record.

3 Town Centre Redevelopment and Accommodation works.

Jonathan Lund updated the group regarding the outstanding issues concerning the mast relocation and the proposed actions to be taken.

Peter Burns confirmed the Tesco deal had completed and briefed the group on the legal work to be carried out regarding the CPOs. Hammonds Solicitors had been commissioned to act on the Council's behalf. The group were also updated with progress concerning the mast relocation.

Meeting closed at 10.17am
Date of next meeting –18 September 2008



Public Session

Agenda Item No: 8

Title: Local Strategic Partnership (LSP) Update

To: Council

Date: 29 July 2008

Service Area: Policy and Performance

Author: Chris Smith, Improvement Officer – Policy and Performance

Presented by: Martin Connor, Chief Executive

1 Purpose of Report

1.1 To update councillors on the work of the Local Strategic Partnership.

2 Recommendation(s)

2.1 **That councillors note the report.**

3 Executive Summary

3.1 Councillors have asked for a regular report of the work of the LSP. This report sets out the main issues arising and progress made since the last report.

4 The Report

4.1 As councillors will be aware, the LSP meets on a quarterly basis and conducts the bulk of its work through four Subgroups:

Social
Economy
Environmental
Community Safety Partnership

Reports from the Steering Group and Partnership Subgroups are included at Appendix A.

4.2 At the meetings of the LSP Steering Group in March and June, the partners discussed the following:

- Sustainable Community Strategy 2005-10
- Local Area Agreement 1 & 2
- Community Fund – Sherburn Pride and Selby Town Centre Manager proposal
- Selby Community Project
- Community Strategy Action Plans

5 Financial Implications

5.1 There are no financial implications.

6 Conclusions

6.1 Councillors are asked to note the report.

7 Link to Corporate Plan

7.1 The partnership work of the LSP has a positive impact on the delivery of the Corporate Plan.

8 How Does This Report Link to the Council's Priorities?

8.1 The delivery of the Council's themes and priorities is enhanced by the partnership working of the LSP.

9 Impact on Corporate Policies

Corporate policy is to support the Local Strategic Partnership (LSP) in pursuing a partnership approach to securing an improved quality of life for those who live and work in the district.

9.1	Service Improvement	Impact
	A partnership approach seeks to secure service improvement.	
9.2	Equalities	Impact
	Joint working assists in reaching more diverse sections of our population.	
9.3	Community Safety and Crime	Impact
	The actions of the LSP and the Community Safety Partnership, as one of its four sub-groups have a positive impact on community safety and crime.	
9.4	Procurement	Impact
	Joint procurement opportunities can be realised through a partnership approach.	
9.5	Risk Management	Impact
	Failure to support the work of the LSP would have a negative impact on the outcome of corporate and service inspections.	
9.6	Sustainability	Impact
	The LSP works towards longer-term solutions and joint service provision for communities.	
9.7	Value for Money	Impact
	Joint working assists in the delivery of best value and efficiency savings.	

10 Background Papers

10.1 Appendix A



Steering Group and Partnership Subgroup Updates at July 2008 meeting of Council

Steering Group meetings March / June 2008

Chair: Martin Connor – Selby District Council

Vice Chair: Kay Goodwin – Selby District Association of Voluntary Services

Sustainable Community Strategy 2005-10

The Selby District Sustainable Community Strategy 2005-2010 was discussed and it was agreed that a light touch refresh be undertaken with a revised version brought back to the Autumn Partnership meeting. A comprehensive review will take place in 2009 with a new Strategy produced in 2010.

The light touch refresh will not involve a wholesale revamp of the document but should seek to remove dated information, action that may have been completed since 2005, add in any new national agenda items and ensure that it reflects local activity and plans and links to other relevant strategies such as the new North Yorkshire Strategic Partnership Sustainable Community Strategy.

A paper was circulated prior to the spring sub group meetings with aspects of the strategy that are relevant to that particular subgroup.

Feedback from members of the subgroups was requested by 18 July 2008 where it will be consolidated and the draft Sustainable Community Strategy will be passed around the Summer subgroups prior to discussion at the Steering Group in September 2008.

Local Area Agreement 1 & 2

The delivery and development of the transition from the LAA1 to LAA2 has been completed with the new LAA reflecting a consensus of agreement following consultation with organisations and groups across North Yorkshire. Action planning at a local level has continued with links to emerging LAA2 targets.

The LSP have agreed the LAA2 indicators at a North Yorkshire level with Ministerial sign off at the end of June.



Steering Group and Partnership Subgroup Updates at July 2008 meeting of Council

Community Fund - Sherburn Pride and Selby Town Centre Manager Proposal

Sherburn Pride

Partners considered the update from Selby District AVS who are managing the project on behalf of the LSP.

Partners agreed to support through the Community Fund, available to the LSP from the NYCC Selby Area Committee, the following projects:

- A dedicated Sherburn Community Marshall scheme to complement the existing Night Marshalls that currently operate across Selby District. The Sherburn Community Marshalls will begin their duties at an earlier time in the day and will be available to respond to reported incidents or potential problems.
- Communication was seen as a priority and whilst the Sherburn Reporter was valued it was struggling in terms of being self sufficient. It was felt that in order for Sherburn Pride being able to support the project the Reporter should include key messages from the LSP and its member organisations.
- It was agreed to support the Youth Drop In held at Eversley Park to provide a range of laptops and software to allow the young people to develop their own website as well as supervised use of the computers and internet at the Drop In.
- The biggest project is one that builds on the Partnership for Older People Projects (POPPS) and utilises the skills and expertise of the Sherburn Visiting Scheme. Elderly people will be collected by a driver assisted mini bus and taken to the Lady Popplewell Centre where they will be offered a range of activities, arts and crafts, recipe cards for cooking for 1 or 2 with a nutritional influence, Extend Chair exercises as well as the opportunity for general socialisation.
- There is another scheme still under development for consideration around utilising a local pub to provide a luncheon type meal one day per week. This would allow people who may receive meals on wheels 2 days per week to access another lunch but in a social setting rather than eating their meal in isolation.

The proposed cost of these projects from the Community Fund is £40,219.12 leaving a balance remaining of £31,929.88 to be allocated for further projects.

It was agreed that a further meeting will be held for other project ideas to be considered with an emphasis where possible on strategic service issues that could be taken forward in the longer term. These will be considered at the September meeting of the LSP.



Steering Group and Partnership Subgroup Updates at July 2008 meeting of Council

Selby Town Centre Manager Proposal

Following a presentation to the Economy Subgroup in March 2008, Selby Town Council provided an outline of the proposal for a Town Centre Manager to the Steering Group in March.

Partners discussed the information provided and experiences of Town Centre Manager positions elsewhere. It was felt that sustainability would be an issue after the initial 2 year contract and therefore the proposal put forward was not supported by partners.

Following a letter from Selby Town Council in April 2008 about the long term viability of the proposal the LSP invited a representative of Selby Town Council to attend the meeting of the Steering Group in June to give a short presentation on the proposal.

The Town Council asked for support from the LSP of £25k per annum of the Community Fund.

It was agreed at the Steering Group that in principle partners support the proposal and are willing to contribute £12,500 towards the first year subject to a match funding of £12,500 being attracted by the Town Council from non Town Council sources. The funding from the Partnership will only be available if the Town Council has attracted all £12,500 of the match funding by the December meeting of the group.

If they are successful in attracting the match funding they will be invited to attend the meeting of the Steering Group on 19 December to give detail on the governance arrangements for the project.

Selby Community Project

Partners were given an update on the Selby Community Project.

The Department of Health have agreed to a Grant of £7.8 million for the development between partners of a new Community Hospital and Civic Centre. It has been agreed by Selby District Council (SDC) and the Primary Care Trust (PCT) that this new joint project will be known as the Selby Community Project.

The project comprises the building of a new community hospital on current PCT owned land adjacent to the existing hospital building, the transfer of services from the existing hospital into the new building, the demolition of the existing hospital, the



Steering Group and Partnership Subgroup Updates at July 2008 meeting of Council

building of a new Civic Centre for SDC (and potentially partners such as North Yorkshire County Council) on the site of the former hospital and the associated car parking.

Kay Goodwin will lead on the Selby Community Project for the District Council.

Tenders for project management services have been invited with the intention of the successful tenderer being appointed by August 2008.

Plans were progressing well on the scheme that will see a new hospital and a new building for the Civic Centre.

Economy Subgroup March 2008

Chair: Len Cruddas - York & North Yorkshire Chamber of Commerce

At the meeting a progress report was noted and the Action Plan was agreed, with working progress on LSP projects.

An update was given at the meeting on NYnet held in January, officers from the Economic Development Unit and Association of Voluntary Services have met to discuss how to develop and progress the skills initiative and a meeting with NYnet has been arranged to discuss potential joint working.

A discussion was held on iSelby and the strap line was discussed. It was agreed that the concept was good but the strap line of 8 words was too long.

The principles of the Developers contribution paper were supported by the group. It was agreed that further discussions should take place with Selby College and Groundwork Selby and officers explore the potential linkages between the developer's contributions and the iSelby concept.

Environmental Partnership Subgroup February / May 2008

Chair: Ken Taylor – Groundwork Wakefield

At the meetings the partner's efforts were focused on the revision of the Action Plan for the subgroup by identifying a lead officer for each action with a view to creating



Steering Group and Partnership Subgroup Updates at July 2008 meeting of Council

an Action Plan that adds value. Each action has been discussed with measures and timescales added whilst completed actions have been removed.

Partners discussed the Draft Climate Change Strategy with a focus on 3 areas to:

- Reduce Energy Usage
- Adapting to Climate Change
- Education – planet change awareness

which has now been adopted by the Council. Partners have agreed through the Action Plan to support Climate Change activity.

Work continues on the North Yorkshire Waste Strategy that is a priority for central and local government. The recycling project has been successful in the district.

Social Subgroup April / June 2008

Chair: Kay Goodwin - Selby District Association of Voluntary Services

The action plan was worked through in detail recognising that the plan needed reviewing in its totality and that it should link to the LAA 2 document. The objective is to have a more focused approach to the action plan.

It was noted that Tadcaster and villages had been chosen as a pilot for the proposed Community Management Board and that a working group had been set up to consider how this would operate.

Community Management Board's will incorporate the best elements of the current JAG and CIP groups, and will enhance community engagement for the Council and it's partners.

A joint working group has been set up between NYCC the PCT and the voluntary sector to prepare for the proposed move away from grant aid for voluntary groups towards a sector that was funded through contracting commissioning or procurement.

Discussions have been held about the Joint Strategic Needs Assessment (JSNA) which is a legal requirement from 01/04/08 for organisations with a formal responsibility for publicly funded provision of health and social care services. The key partners to deliver the JSNA are NYCC Adult and Community Care Services, NYCC Children's and Young Peoples Services and North Yorkshire and York PCT.



Steering Group and Partnership Subgroup Updates at July 2008 meeting of Council

District Councils and Local Strategic Partnerships will be involved with representatives on the working group.

There will be a JSNA for the whole of North Yorkshire that will contain County level data, and then it will be broken down into district level information.

Play Partnership

At its last meeting the Play Partnership agreed to promote a Playday in the district with a separate task group set up to deliver this on its behalf following up on the suggestions put forward by the Partnership.

Playday is the annual celebration of children and young people's right to play – a national campaign, which this year will be held on Wednesday the 6 August 2008. For the Play Partnership it is a great opportunity to promote its work and the opportunities for children and young people provided by organisations in the district.

The events covered in the Selby District Play Day on Wednesday 6th August 2008 are:

- Sherburn Play Day Activities - Sherburn High School
- It's a Knockout Fun & Games – Brotherton & Byram Primary School
- Mask Making – Selby High School
- Selby Park Play Day – Selby Park
- It's a Knockout Fun & Games – Barlby Primary School
- Selby Community Play Day – Selby Community Centre
- Community Open Day – Hemingbrough Playing Field
- Children's Play Day – Abbey Leisure Centre
- Selby Skate Park – Abbey Leisure Centre
- Hand Drumming – Youth Centre, Tadcaster
- Mobile Skate Park - Youth Centre, Tadcaster

A Senior Play Ranger had been appointed, Jo Walker, with further appointments to be made for Play Rangers in the district. This is one of the Big Lottery Fund projects being delivered by Groundwork Selby.



Steering Group and Partnership Subgroup Updates at July 2008 meeting of Council

Community Safety Partnership

Acting Chair: Chief Inspector Andy Hirst – North Yorkshire Police

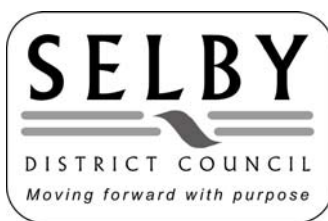
The Community Safety Partnership (CSP) has now launched its new Community Safety Partnership Plan with four priority themes of:

- Safer Neighbourhoods
- Crime Reduction
- Safer Roads
- Drugs and Alcohol

A copy of the Community Safety Partnership Plan is available on the internet at:
<http://www.saferselbydistrict.org.uk>

Each of the priority themes has at least two members of the Community Safety Partnership Executive Board as theme leads. These leads have produced a draft overarching action plan and are now working on the detail that will be considered further at the August Executive Board meeting. Once the detail has been finalised the CSP efforts will focus on the actions, where necessary commissioning will take place to ensure value for money against delivering the desired outcomes expected by the CSP are achieved.

Partners have supported the Council during its recent inspection by the Audit Commission undertaken at the end of June 2008.



Agenda Item No: 9

Title: White Paper – Communities in Control
To: Council
Date: 29 July 2008
Author: Martin Connor, Chief Executive

1 Purpose of Report

- 1.1 To inform Council of the publication of the new White Paper “*Communities in Control – Real People, Real Power*” and to agree a process for dealing with its content.

2 Recommendation(s)

- 2.1 **That Council considers this report and asks the Policy and Resources Committee to recommend a practical response to the White Paper content.**

3 Executive Summary

- 3.1 On 9 July 2008 the Secretary of State for Communities and Local Government issued a new White Paper entitled “*Communities in Control – Real People, Real Power*”. The document sets out the government’s intentions to empower local communities and generate vibrant local democracy.
- 3.2 A summary of the White Paper is attached at Appendix A to this report.

4 The Report

- 4.1 The new White Paper, “*Communities in Control – Real People, Real Power*”, issued by the Secretary of State for Communities and Local Government on 9 July 2008 continues a familiar theme of greater community engagement and empowerment.

- 4.2 Selby District Council has already shown its commitment to this aim by a range of actions including the recent commissioning of a pilot running of a Community Management Board (CMB). The CMB pilot includes input from our major partners and has attracted great interest from the Audit Commission. In this respect, Selby is ahead of the game.
- 4.3 The White Paper is, however, more far reaching than this and explores the concepts of:
- Promoting democracy
 - Active participation by citizens and volunteers
 - Greater access to information
 - Wider use of petitions
 - Participatory budgeting
 - Holding officials to account
 - Increasing the accountability of police and health services
 - Broadening the range of those standing for public office
- 4.4 It is hard to argue against the sense of many of these concepts but their practical implementation will present a number of challenges to local government. This is still a White Paper and formal legislation will follow but I submit that early consideration of the proposals is required in order to ensure the Council's plans and budgets are aligned with Government intentions.
- 4.5 I suggest to Council that the matter be referred to the Policy and Resources Committee for consideration and that that Committee presents its proposals to Council in due course.

5 Financial Implications

- 5.1 None as a direct result of this report.

6 Conclusions

- 6.1 Council is asked to consider this report and to agree a process for dealing with the White Paper content.

7 Link to Corporate Plan

- 7.1 This report links to the Organising to Deliver theme of the Corporate Plan.

8 How Does This Report Link to the Council's Priorities?

- 8.1 The report links to the Stronger Communities priority.

9 Impact on Corporate Policies

9.1	Service Improvement The White Paper intends to make services more accessible and more fitting to local needs.	Impact
9.2	Equalities The White Paper intends to increase access to services and public office from all parts of the community.	Impact
9.3	Community Safety and Crime The White Paper continues the themes of greater accountability of the police and others at a neighbourhood level.	Impact
9.4	Procurement	No Impact
9.5	Risk Management Active participation in the process is essential to safeguard the future social, economic and environmental wellbeing of the community.	Impact
9.6	Sustainability The Council must consider a sustainable response to the White Paper proposals which in the longer term are intended to promote a more vibrant and sustainable community.	Impact
9.7	Value for Money	No Impact

10 Background Papers

10.1 The White Paper “*Communities in Control – Real People, Real Power*”



Executive Summary



1. *Communities in control: real people, real power* aims to pass power into the hands of local communities. We want to generate vibrant local democracy in every part of the country, and to give real control over local decisions and services to a wider pool of active citizens.
2. We want to shift power, influence and responsibility away from existing centres of power into the hands of communities and individual citizens. This is because we believe that they can take difficult decisions and solve complex problems for themselves. The state's role should be to set national priorities and minimum standards, while providing support and a fair distribution of resources.
3. A vibrant participatory democracy should strengthen our representative democracy. The third sector – through charities, voluntary organisations and social enterprises – has much to offer from its traditions of purposeful altruism and selfless volunteering. Equally, we believe that political activity is a worthwhile and essential part of British life, and we want to restore people's faith in politics.
4. In the White Paper, we address seven key issues which we treat from the perspective of individual citizens: being active in your community; access to information; having an influence; challenge; redress; standing for office; and ownership and control.

We have done a lot so far...


5. Over the last decade, the Government has modernised the democratic system with devolved administrations in Scotland, Wales and Northern Ireland; a London assembly and directly-elected mayors in England; electoral reform for European Parliament elections; and an end to the hereditary principle in the House of Lords.
6. There have been equally important changes in our participatory democracy, with communities helping to shape regeneration programmes through New Deal for Communities, local elections to NHS Foundation Trusts and a stronger role for petitions. Local councils have become more visible and accountable, with greater devolution of power to local neighbourhoods. New partnerships and agreements have helped to strengthen accountability.

... but we need more reform

7. Yet power still remains too centralised and too concentrated in government. The division between what should be decided at the centre and what is best decided locally remains blurred.
8. There has been a growing disenchantment with formal political mechanisms. Turnout at elections has been declining. Political parties that once had 3.5 million members now have barely half a million between them. People locally don't feel they have an adequate say in the running of local services. And a majority don't think councillors represent their views.
9. But while people want to have a greater say, they need also to be convinced that their involvement will make a difference. If they speak up, they want to know that their voices will be heard. This is what **empowerment** is all about – passing more and more political power to more and more people through every practical means.
10. And the evidence suggests the quality of decision-making is improved as government actions more closely match the wishes of their citizens. In this way, empowerment can revive civic society and drive improvements in the NHS, police, justice system and local councils.

Local councils remain crucial

11. Councils remain at the heart of local democracy. The Government has given them a 45 per cent increase in real-terms funding since 1997, and has cut central targets. At the same time, accountability through the Audit Commission has seen a big improvement in quality, with only a handful of councils now in the Commission's weakest categories.
12. But many councils should do more to promote participation. So, we will introduce a new '**duty to promote democracy**' to help councils promote involvement through clearer information, better trained staff and more visible councillors in the community. We will also extend the existing '**duty to involve**' local people in key decisions, which will come into effect in April 2009, and will cover police authorities and key arts, sporting, cultural and environmental organisations. We will **support frontline staff** in responding to individual needs with a new task



force. We will also set up an **Empowerment Fund** of at least **£7.5m** to support national third sector organisations turn key empowerment proposals into practical action.



Supporting you in becoming a more active citizen or volunteer

13. Britain has a rich tradition of voluntary activity. Three-quarters of British people volunteer in some way. The government has supported volunteering, particularly for young people and the socially excluded, for example, through the **v** charity, Volunteering for All and Goldstar. The Department for Work and Pensions are exploring how **those on benefits can be supported** in taking up volunteering opportunities and the Office of the Third Sector will invest **£2m in opportunities for people with disabilities** to volunteer. We are working closely with the Prime Minister's Council on Social Action on **extending mentoring and befriending**.
14. Learning about citizenship helps to develop skills in young people and adults. The **citizenship curriculum** is important in schools and we will also be supporting a **pathfinder programme (Take Part)** for adults which will offer training and information about how to be an active citizen. We will encourage and **support innovative programmes to help young people from diverse backgrounds to become effective leaders**.
15. Community development workers can help citizens to shape their own areas. We are keen to encourage other frontline workers to do community building. Independent multi purpose community led organisations can also play a vital role in empowering local people and we are establishing a **£70m Communitybuilders** scheme to help them become more sustainable. Grassroots Grants, developed by the Office of the Third Sector, offer small sums of money from an £80m fund – in addition there is a £50m community endowment fund – to help locally-based groups to survive and thrive.
16. Many tens of thousands of people are motivated by their faith to provide services to local communities. But their contribution hasn't always been fully appreciated. We intend to **remove the barriers to commissioning services from faith-based groups** and carry out a national survey of third sector organisations, including faith based organisations, to understand the difficulties they face.

17. We will support community effort in tackling **climate change**. A 'Green Neighbourhood' scheme has been launched which will demonstrate how communities can take action to adopt low carbon lifestyles.
18. Local events provide a great way for communities to come together and encourage people to get involved in local activities. We will **support local communities in developing local events** such as litter picks, painting community centres, street parties or fairs in local parks.

Providing you with more access to information

19. Citizens often feel powerless because of a lack of information. Too much jargon can alienate, confuse and frustrate. More accessible and open information is a pre-requisite to community empowerment. Despite freedom of information and more 'Plain English', people feel less well-informed about their local council today than they did a few years ago.
20. The Internet offers huge opportunities and we want to encourage public bodies to authorise the re-use of information. We are **improving the information available to local citizens** and service-users. But there is a correlation between social and digital exclusion. We will ensure all sections of society can enjoy the benefits of the Internet, and other methods of communication.
21. Local authorities, public service providers and websites set up by citizens are helping us to ensure that more widespread up-to-date local data is published. NHS hospital data will help patients make more informed choices about their care. Parents will soon know more about their children's progress, behaviour and homework.
22. We want people to have access to information on what is happening in their own areas. We will **increase access to information available** at a local level and explore new and innovative approaches to sharing information both with citizens and with third parties. We will open up further elements of the Places Database.
23. A strong independent media is a vital part of any democracy. We will continue to support a range of media outlets and support innovation in community and social media. We will pilot a mentoring scheme in deprived areas on using the Internet.



Making sure your petitions are heard – and acted upon

24. Petitions have become easier through the Internet, with more than 8 million people signing petitions on the No 10 Downing Street petitions website to date.
25. To make it easier to influence the agenda at a local level we will introduce a **new duty for councils to respond to petitions**, ensuring that those with significant local support are properly debated. Local authorities should respond clearly to petitions, for example those dealing with empty properties, transferring the ownership of a building to the community, or participatory budgeting. If people are not satisfied with a response to a petition, they could ask for it to be debated in full council. Councils will also act as **community advocates for petitions related to the Primary Care Trust**.
26. Petitions should be taken into account in decision making in public services. We will work with key inspectorates to encourage them to ensure **petitions are important pieces of evidence to determine when inspections should be triggered**.

Increasing your chance to influence council budgets and policies

27. Citizens should have a greater say in how local budgets are spent. **Participatory budgeting** – where citizens help to set local priorities for spending – is already operating in 22 local authorities. We want to encourage every local authority to use such schemes in some form by 2012.
28. Local authorities should do more to **promote voting** in elections, including working with young people through citizenship lessons. We will give councils the power to provide modest **incentives for voting** – perhaps an entry into a prize draw – as a way of engaging people.


Giving you more say in your neighbourhood

29. We want to encourage **more neighbourhood councils**. So we will build on the existing 8,900 parish and town councils by encouraging new village, neighbourhood and community councils, particularly in urban areas. We will introduce a right of appeal where a community's proposal for a local council is denied by the local authority.

30. A quarter of local councils use **neighbourhood management** to join up local services including health and transport and help tackle problems in deprived communities. The recent Flanagan review of policing recommended that neighbourhood policing should be part of this process. The third sector also has a unique ability to articulate the views of citizens and drive change, and we will work with them to develop principles for their participation in Local Strategic Partnerships.
31. Local authorities must engage more people in **commissioning local goods and services**. Citizens should have a say in how services are delivered, to improve decision-making and value-for-money.
32. We want witnesses and the victims of crime to feel that the system is on their side. We support the use of **'community justice'** giving local people the chance to decide, for example, what tasks offenders on work orders should undertake. The Ministry of Justice will work with the Local Government Association and the Association of Chief Police Officers to agree **pilot projects for citizens to discuss 'community payback'** and local community safety priorities.
33. Equally, we want local people to have more of a say in the planning system so we will provide more funding to support **community engagement in planning** and we will ensure planners develop stronger skills in working with communities.
34. Up to 750,000 people are on a **tenants'** group or committee, making decisions about their homes and estates. Subject to Parliamentary approval, a new body, the Tenant Services Authority will soon be responsible for protecting all social housing tenants. We are giving tenants a greater say through local compacts, choice-based lettings and tenant co-operatives.

Giving older and young people a stronger voice

35. It is important that older people can shape local services and in June 2008 the Government launched a **review of older people's engagement with government**.
36. Most young people don't vote and many seem disaffected with traditional politics. Yet 67 per cent of 18-24 year olds say they are interested in local issues – and young people are often willing to volunteer. So we must do more to engage them.

- 
37. Young people need genuine influence over local services and decision making. The Department for Children, Schools and Families (DCSF) has established a Youth Sector Development Fund to support good third sector organisations expand their capacity to deliver good quality provision to young people. **250 trained young advisors** are already helping public bodies to develop policies and plans in ways that meet the needs of young people. Some areas also have a youth mayor elected by young people locally. We will establish **direct access for young advisors to the Secretary of State for Communities and Local Government and set up a programme for young people to 'shadow' government ministers and elected mayors**. DCSF are establishing a £6m national institute for youth leadership which will work with us to develop **internships for young people with councillors**.

Enabling you to hold those with power to account

38. We will **raise the visibility of the overview and scrutiny function** in local government, which is similar to Select Committees in Parliament. **Public officials will become more visible**. A key part of the role of a chair or chief executive of a public body should be that they face a regular public hearing. We will consult on a new right to petition to hold local officers to account at public meetings.
39. We are increasing the **accountability of local police and health services**. Through consultation on the NHS Constitution Primary Care Trusts are being asked to consider how they can strengthen their direct engagement with the public. The forthcoming Policing Green Paper will set out how police forces will be made more accountable, including through direct elections.
40. We want more visible and accountable local leaders. We support the directly-elected mayor model, already in operation in 12 towns in addition to the high-profile London Mayor. We want to see more **mayors directly elected** and will consult on making it easier for local people to demand a referendum and on reducing restrictions on the frequency of referendums.
41. New independent assessments of services in local areas are being introduced from April 2009. This **Comprehensive Area Assessment** will include evaluation of the quality of public engagement.

Providing you with redress when things go wrong

42. When public services fall short of the highest standards, citizens should be able to **complain and seek redress**.
43. One in five adults complains to their local council each year and a larger proportion is dissatisfied about the quality of local services. People who want to complain often don't know how to go about it. Nearly two-thirds of those who do complain to the council are dissatisfied with how their complaint is handled. Even so, there is also a growing belief that the quality of local services is improving.
44. Public services are becoming more accessible through services such as Directgov and Consumer Direct. The Audit Commission and the Local Government Ombudsman both provide advice on how to complain about poor services. We are **reviewing the Local Ombudsman's jurisdiction** to make sure all matters are covered.
45. However, it is important that every local authority has a **system of accessible, interactive contact** for citizens to raise concerns. Such systems should be developed with clear principles and a proper understanding of what redress or compensation may be available where that is appropriate. Where people just want things put right, they should be kept informed of what has been done following their complaint.
46. Rights and powers should be balanced by responsibilities and duties. We will extend pilot **Community Contracts** which agree priorities between councils, police or the NHS with local residents, who in turn agree to play their part. We would like to hear from local areas interested in running a **community pledgebank** where individuals pledge a small amount of resource if others do the same.
47. We will commission a **review into extending redress for citizens**. The review will report in early 2009.

Making it easier for you to stand for office

48. The proportion of councillors who are women, under-25 or from black and minority ethnic backgrounds is far lower than their proportion of the population. We want to see **a wider range of people standing for election** to their local council. A taskforce chaired by Baroness Uddin is working to help more black and minority ethnic women become councillors. Programmes such as Operation Black Vote are using a shadowing scheme to encourage more black people to become councillors, magistrates and school governors. We will **amend the Widdicombe rules** which forbid council workers above a certain salary band from being active in party politics.
49. We will give **backbench councillors more powers** to make changes in their ward with discretionary localised budgets that they can target on ward priorities. We will support authorities in enabling councillors with caring responsibilities and others to participate in meetings and vote remotely.
50. We want people to serve in a range of civic roles. Councillors, magistrates, school governors and others are already entitled to request reasonable **time off work for their public duties**. Working with employers, we will consult on extending that right to people serving on a range of other important public boards such as members of court boards or boards of housing associations.
51. People may be prevented from standing for public office because they are afraid of losing their job if they are elected. Employers often overestimate the time involved and underestimate the skills acquired in a civic role. So we are working with employer organisations on an **employers' information pack**.
52. Many councillors would like to see **a formal qualification** that recognised their work. We will review existing qualifications and modules to develop a system of formal accreditation at different skill levels. We will encourage councils to use their existing powers **to create Aldermen from experienced former councillors and enable the use of the new title of 'Alderwoman'**.

- [REDACTED]
53. We want to make it easier for people wishing to serve on local committees, boards or school governing bodies to know what the role involves and how to go about applying for vacancies. We will make it easier for people to find information on the range of ways they could be active in civic roles in their communities. This will involve directing people to further information, and also allow those running community websites to present relevant information to their local community.

Ownership and control

54. We want to see an increase in the number of people helping to run or own local services and assets, and to transfer more of these assets into community ownership. These assets might include community centres, street markets, swimming pools, parks or a disused school, shop or pub. A new **Asset Transfer Unit** will provide information, research and good practice.
55. Local authorities should ensure that information on the assets they own or manage is clearly up to date.
56. Community Land Trusts (CLTs) are independent organisations which own or control land for the benefit of the local community. We will **consult on a national framework for Community Land Trusts**. We are supporting fourteen pilot CLTs.
57. We want to see more people involved in starting and running social enterprises, where the profits are ploughed back into the community or reinvested in the business. A new Social Enterprise Unit is being set up in Communities and Local Government to recognise the social enterprise contribution to the department's objectives. We will also **encourage local authorities to ensure social enterprises are able to compete fairly for contracts**.

Conclusion

58. Unless we give citizens similar choices in our democratic system to those they have in their everyday lives – and the same rights to demand the best – we will see a further erosion of trust and participation in democracy. There are no limits to the capacity of the British people for self-government, given the right platforms, mechanisms and incentives. Empowering citizens and communities is an urgent task for us all.